

**CONTRACT DOCUMENTS  
and  
TECHNICAL SPECIFICATIONS  
  
for**

**PRETTY LAKE ANCILLARY CHANNEL  
MAINTENANCE DREDGING**

**June 2016**

**CITY OF NORFOLK**

**PRETTY LAKE ANCILLARY CHANNEL  
MAINTENANCE DREDGING**

**TABLE OF CONTENTS**

***FRONT-END***

<b>Section</b>	<b>Page(s)</b>
Table of Contents	i
Invitation for Bids	1
Instructions to Bidders	1.2-1 to 1.2-4
Form of Bid	1.3-1 to 1.3-7
Contract	1.4-1 to 1.4-5
Performance Bond	1 to 2
Payment Bond	1 to 2
AIA A201-2007, General Conditions of the Contract for Construction (as modified)	1 to 49

***TECHNICAL SPECIFICATIONS***

**DIVISION 1 – GENERAL REQUIREMENTS**

<b>Section</b>	<b>Description</b>	<b>Page(s)</b>
00102	List of Drawings	00102-1
01005	Special Work Requirements and Restrictions	01005-1 to 01005-7
01025	Measurement and Payment	01025-1 to 01025-3
01355	Environmental Protection	01355-1 to 01355-5

**DIVISION 2 – SITE WORK**

02325	Dredging	02325-1 to 02325-6
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***APPENDIX***

A	Environmental Permits
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Posted: June 10, 2016

**INVITATION FOR BIDS  
CITY OF NORFOLK - DEPARTMENT OF PUBLIC WORKS**

**PROJECT: PRETTY LAKE ANCILLARY CHANNEL MAINTENANCE DREDGING**

Owner: City of Norfolk Department of Public Works Room 700, 7th floor, City Hall Building 810 Union Street, Norfolk, VA 23510 Contact: Chuck Joyner, P.E., Project Manager Tel: (757) 664-4648 / Fax: (757) 664-4603	A&E: Waterway Surveys & Engineering Lynnhaven Rd., Suite 300 Virginia Beach, VA 23452 Contact: Rebecca Francese Tel: (757) 490-1691
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Sealed bids are to be received in City of Norfolk Public Works Department, Attn: Contracts Office, Room 700, 7th floor, City Hall Building, 810 Union Street, Norfolk, VA 23510 until **3:00 p.m., Tuesday, July 19, 2016**, for the above titled Project.

The Work under this project consists of approximately 15,875 CY of maintenance dredging of existing ancillary channels in Pretty Lake, Norfolk, Virginia, and disposal at an approved upland site to be selected by the Contractor. All dredging shall be mechanical.

Bidding Documents are available from the Department of Public Works, provided on a CD, upon non-refundable payment of **\$5.00 per set** in the form of a check made payable to Treasurer, City of Norfolk.

A copy of the Bidding Documents will be on file and open to inspection at The Builders and Contractors Exchange, Inc., Norfolk, VA (757-858-0680) and the City of Norfolk web site [www.norfolk.gov/bids.aspx](http://www.norfolk.gov/bids.aspx).

A Bid Bond, certified check, or cashier's check made payable to the Treasurer, City of Norfolk, for 5% of total bid must accompany each bid. State Contractor registration class and number is required on the outside of the envelope. State Contractor registration class and number is required on the outside of the envelope.

The City reserves the right to cancel the bid opening or to reject any or all bids in whole or part, when it is in the best interest of the City. The right to waive informalities and to determine responsiveness of any bid and responsibility of all bidders is reserved to the City.

Withdrawal of bids will be in accordance with Section 33.1-42.1 of the Norfolk City Code and Section 11-54 of The Code of Virginia, 1950 (as amended).

David L. Ricks, P.E.  
Director

The Virginian Pilot – June 12, 2016  
DemandStar – June 12, 2016

## INSTRUCTIONS TO BIDDERS

### 1. AUTHORIZATION TO TRANSACT BUSINESS IN THE COMMONWEALTH

- (a) Bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 to include in its bid or proposal the identification number issued to it by the State Corporation Commission.
- (b) Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized.

### 2. SUBMISSION OF BIDS

- (a) Make all bids on "Bid Form" and seal in opaque envelope. The name of project, the contractor's name, address, and Virginia Contractor Registration Class and Number shall be placed on the outside of the envelope.
- (b) If a contract is for \$120,000.00 or more, or if the total value of all such construction, removal, repair, or improvements undertaken by the bidder within any 12 month period is for \$750,000.00 or more, the bidder is required under Title 54, Chapter 11, Code of Virginia, 1950 (as amended), to show evidence of being licensed as a Class A Contractor. If a contract is \$7,500.00 or more, but less than \$120,000.00, or if the total value of all such construction, removal, repair or improvements undertaken by the bidder within any 12 month period is less than \$150,000, the bidder is required to show evidence of being licensed as a Class B Contractor. If a contract is \$1,000 or more, but less than \$7,500, or if the total value of all such construction, removal, repair or improvements undertaken by the bidder within any 12 month period is less than \$150,000, the bidder is required to show evidence of being licensed as a Class C Contractor. The bidder shall place on the bid above its signature its Virginia Contractor Registration Class and Number. If a contract is less than \$1,000.00, licensure is not required under Title 54, Chapter 11, Code of Virginia, 1950 (as amended).
- (c) If bids are submitted by mail, enclose the above noted envelope in a second sealed, opaque envelope and address to: **City of Norfolk, Department of Public Works, Attn: Contracts Office, Room 700, 7th floor, City Hall Building, 810 Union St., Norfolk, VA 23510.** Bids submitted by mail must be received at the above address before the time designated for bid opening.
- (d) Fully fill in all blanks in ink or typewritten, and state numbers in both writing and figures. Signatures shall be in longhand with name and title printed below. Bidders shall acknowledge all addenda in spaces provided on the bid form. For unit price contracts, in the event of a discrepancy between the Total Base Bid and the total of the extension of unit prices, the total extension of unit prices governs in determining the bid amount. For unit price contracts, in the event of a discrepancy between the extension of unit prices and the unit prices, the unit prices governs in determining the bid amount.
- (e) Interlineations, alterations, and irregularities of any kind may be cause for rejection of the bid. Erasures or any physical changes on the form shall be initialed by the Bidder.
- (f) Bidders may withdraw a bid after it has been submitted to the City any time prior to the stipulated time for opening such bids. Withdrawal of bids will be in accordance with Section 33.1-42.1 of the Norfolk City Code and Section 2.2-4330 of the Code of Virginia, 1950 (as amended).

### 3. EXAMINATION OF SITE

The bidder shall be responsible for having ascertained all pertinent local and existing conditions determinable by inspection and inquiry both on the site and adjacent thereto, including any other work being performed thereon, and shall include in its bid all cost attendant upon problems arising from said conditions existing at the time of

submission of its bid.

Reference is made to the Contract Documents for information relating to reports, explorations, underground facilities, and easements. On request, the owner will provide each Bidder access to the site to conduct such examinations, investigations, explorations, tests and studies as each Bidder deems necessary for submission of a Bid. The Bidder must fill all holes, clean up, and restore the site to its former condition upon completion of such explorations, investigations, tests and studies, and hold the Owner harmless from any damage to property or injury to persons resulting from or arising out of such explorations, investigations, tests, and studies.

#### **4. INQUIRIES, INTERPRETATION AND ADDENDA**

Should a bidder find discrepancies in, or omissions from, the drawings or documents, or should it be in doubt as to their meaning, it should at once notify the Owner in writing. The Owner will welcome such inquiries and they will be given consideration. Every interpretation made by the Owner will be in the form of a printed addendum which will be on file in the office of the Owner. Addenda will be posted to the Owner's web site, [www.norfolk.gov/bids.aspx](http://www.norfolk.gov/bids.aspx), it will be the bidder's responsibility to know of, examine and become familiar with all addenda issued. All addenda shall become a part of the Contract Documents. The Owner will not be responsible for any oral instruction.

The submission of a Bid will constitute incontrovertible representation by the Bidder that the Bidder has complied with every requirement of this Section, that without exception, the Bid is premised upon the agreement by the Bidder to perform the Work required by the Contract Documents, and applying specific means, methods, techniques, sequence or procedures of construction (if any) that may be shown or indicated or expressly required by the Contract Documents, that the Bidder has given Written Notice to the Owner of all conflicts, errors, ambiguities, and discrepancies that the Bidder has discovered in the Contract Documents and the written resolutions thereof by the Owner is acceptable to the Bidder, and that the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions of performance and furnishing the Work.

**ALL RFI'S SHALL BE SUBMITTED BY 5:00 P.M., FRIDAY, JULY 8, 2016. THE CITY CANNOT GUARANTEE A RESPONSE FOR ANY RFI RECEIVED AFTER THIS DATE.**

#### **5. BID GUARANTEE**

Bids shall be accompanied by a bid guarantee of five percent (5%) of the amount of the total bid including all additive alternates, if any, and may be a certified check or cashier's check or a Bid Bond, made payable to: **Treasurer, City of Norfolk**. Such bid bond or check shall be submitted with the understanding that it shall guarantee that the bidder will not withdraw its bid during the period of sixty (60) days following the opening of bids; that if its bid is accepted, it will enter into a Contract with the Owner in accordance with a form of agreement acceptable to and approved by the Owner and that the required Performance and Payment Bonds will be given; and that in the event of the withdrawal of said bid within said period, or failure to enter into said contract and given said bonds within ten (10) days after it has received notice of acceptance of its bid, the bidder shall be liable to the Owner for the full amount of the bid guarantee as representing the damage to the Owner on account of the default of the bidder in any particular thereof. The bid bonds and checks will be returned to the bidders after the Owner and the lowest, responsive, responsible bidder have executed a contract. If the required contract has not been executed within sixty (60) days after the date of the opening of the bids, then the bond or check of any bidder will be returned upon its request, provided it has not been notified of the acceptance of its bid prior to the date of such request.

#### **6. PERFORMANCE AND PAYMENT BOND**

The Contractor shall furnish a performance bond and a labor and material payment bond each in the amount of 100% of the contract price. Said bonds shall be delivered to the Owner (in duplicate) and shall be approved by the Owner prior to the execution of a construction contract between the Contractor and the Owner. Bonds shall be City of Norfolk standard form and shall be in accordance with Section 33.1-76 of the Norfolk City Code. All costs of

bonds shall be paid by the Contractor. A bond rider will be required should change orders increase the amount of the contract by \$100,000 or more.

## **7. NEGOTIATIONS WITH APPARENT LOW BIDDER**

The City reserves the right to negotiate with the lowest, responsive, responsible bidder if the bid exceeds available funds. Negotiations may include reduction in bid price, modification and/or reduction in scope of the work, substitution of materials, or any other alterations to the work so that the low bid is reduced to within available funds including a reasonable fund balance for contingency funds to be available during the course of construction.

## **8. TIME OF COMPLETION**

- (a) Time is of the essence. All work shall be substantially completed within **One Hundred Eighty (180)** calendar days from the Notice to Proceed. Work shall commence within (10) ten days from date of Notice to Proceed.
- (b) Work shall not commence until the Contractor has received a fully executed copy of the Contract which authorizes the Work and has also received a Notice to Proceed issued by the authorized City representative. Work commenced prior to receipt of both a fully executed copy of the Contract and a written Notice to Proceed from an authorized City official shall be deemed unauthorized and such work will progress solely at Contractor's risk.

## **9. NON-DISCRIMINATION CLAUSE**

The Contractor agrees to comply, and to require all suppliers and subcontractors paid in whole or in part from funds made available under this contract to comply with Section 122(a)(1) of the State and Local Fiscal Assistance Act of 1972 (P. L. 92-512), as amended, to wit:

"No person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of a State government or unit of local government, which government or unit receives funds made available under Subtitle A (of Title I of the Act.)

Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973 shall also apply to any such program or activity.

Any prohibition against discrimination on the basis of religion, or any exemption from such prohibition, as provided in the Civil Rights Act of 1964 or Title VIII of the Act of April 11, 1968, hereafter referred to as the Civil Rights Act of 1968, shall also apply to any such program or activity."

Further, the Contractor agrees to comply with Section 33.1-53 of the Code of the City of Norfolk, Virginia 1979, as amended, regarding prohibited employment discrimination.

## **10. MINORITY BUSINESS CLAUSE**

It is the policy of the City of Norfolk to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities and to encourage their participation in the City's procurement activities. Toward that end, the City encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other contractual opportunities. Bidders (offerors) are asked, as part of their submission, to describe any planned use of such businesses in fulfilling this contract.

## **11. NON-COLLUSION AFFIDAVIT**

(a) Every bidder, by submitting a bid, shall be deemed to covenant, with regard to said bid, as follows:

(1) that said bid was arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) that, unless otherwise required by law, the prices which have been quoted in the bid submitted have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor.

(3) that no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where the bidder shall have failed to comply with a(1), a(2), or a(3) above.

(b) Every bidder, in addition to making the above covenants (a)(1), (a)(2) and (a)(3) will be required to provide the City of Norfolk, with the bid submitted, the affidavit contained herein.

(c) Every bidder will be required to disclose, with the submitted bid, the following information:

(1) the correct mailing address of the bidder.

(2) if a corporation, the name and current mailing address of the President, the Secretary and the Treasurer of the corporation.

(3) if a partnership, proprietorship or other firm, the name and current mailing address of each partner, proprietor or member of said firm.

(4) whether or not the bidder is associated with; owns, in whole or in part; or is owned, in whole or in part, or is a subsidiary of, any other bidder.

(d) The fact that a bidder (1) has published price lists, rates or tariffs covering items included in the submitted bid; (2) has informed prospective customers of proposed or pending publication of new or revised price lists for such items; or (3) has sold the same items to other customers at the same prices being bid, does not constitute a disclosure within the meaning of Subparagraph 9(a).

(e) Any bid submitted by a corporate bidder shall be deemed to have been authorized by the Board of Directors of the bidder and such authorization shall be deemed to include the signing and submission of the bid and the execution of the affidavit required in (b) above as the acts and deeds of the corporation.

## **12. SUBSTANCE ABUSE AND DRUG-FREE WORK PLACE**

The Contractor agrees to comply with Section 33.1-58 of the Code of the City of Norfolk, Virginia, 1996, as amended, regarding substance Abuse and Drug-Free Work Place Policy.

**End of Page**

Bids to be opened: **3:00 p.m., Tuesday  
July 19, 2016**

Work to be Completed in: **180 calendar days**

Liquidated Damages: **\$100.00 per day**

Performance Bond: **100%**

Payment Bond: **100%**

Bid Bond: **5%**

## **BID FORM**

To: City of Norfolk  
Department of Public Works  
810 Union Street, Room 700  
Norfolk, Virginia 23510

### **A. UNIT PRICE BID**

In compliance with the Invitation for Bids and Instructions to Bidders, the General Conditions of the Contract, the contract drawings and specifications titled **PRETTY LAKE ANCILLARY CHANNEL MAINTENANCE DREDGING** and all addenda issued to date, all of which are part of this bid, the undersigned hereby proposes to furnish all items, including materials, labor, and equipment called for by, and in strict accordance with Contract Documents and the list of unit prices hereto attached and referred to as Attachment A, for the sum of:

**BASE BID PART A – Mobilization / Demobilization: Lump sum price for complete mobilization and demobilization of Contractor’s plant and equipment in accordance with the specifications. Part A Bid shall be limited to 20% of Total Bid (Parts A + B).**

Item	Description	Qty	Unit	Unit Price	Extended Price
A.	Mobilization / Demobilization	1	LS		

**BASE BID PART B – Dredging: As designated on the drawings to -3.0 ft MLW with 1.0 foot allowable overdepth, complete as shown on the drawings and in accordance with the specifications. Part B Bid shall be based on the estimated quantity indicated and in accordance with the applicable portions of the plans and specifications. Payment amount for this item will be based on the actual quantity removed within the payable template times the unit price indicated by the bidder. The final Contract amount shall be adjusted upward or downward based on the actual payment amounts versus the bid amounts for Part B.**

Item	Description	Qty	Unit	Unit Price	Extended Price
B.	Dredging	15,875	CY		

### **TOTAL BID (PARTS A + B)**

\$ \_\_\_\_\_

(Use words)  
Dollars (\$ \_\_\_\_\_)



**B. ADDENDA**

The undersigned acknowledges receipt of the following addenda:

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated: \_\_\_\_\_

We agree to enter into a contract with the City of Norfolk, Virginia within ten (10) days of the award of same to us for the price named in our bid.

It is expressly agreed by us that the City of Norfolk, Virginia shall have the right to reject any and all bids and to waive any informalities.

In default of the performance on our part of the conditions of bid, our failure to enter into a contract with the City of Norfolk, Virginia, within the time above set, we herewith furnish a certified check, cashier's check (or Bid Bond) in the amount of \$\_\_\_\_\_, which shall be forfeited as liquidated damages to the City of Norfolk, Virginia, but otherwise the said check or Bid Bond shall be returned.

We agree to begin work at any time after receipt of the Notice to Proceed from the Director of Public Works and substantially complete all of the Work within **One Hundred Eighty (180) consecutive calendar days** from the Notice to Proceed.

C. Norfolk Businesses: It is the policy of the City to support Norfolk businesses and workforce development and it encourages companies with corporate offices in Norfolk and which employ Norfolk residents to compete for City contracts. Bidders are asked, as part of their submission, to advise of their Norfolk location and detail their employment of Norfolk residents.

D. Equal Opportunity Business Development: It is the policy of the City of Norfolk to facilitate the establishment, preservation, and strengthening of small businesses and businesses owned by women and minorities and to encourage their participation in the City's procurement activities. Toward that end, the City encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontracts, and other contractual opportunities. Bidders (offerors) are asked, as part of their submission, to describe any planned use of such businesses.

1. Is your firm a minority owned business? Yes \_\_\_ No \_\_\_ If yes, please check the appropriate category: \_\_\_ African American (male), \_\_\_ African American (female), \_\_\_ Caucasian (female), \_\_\_ Hispanic (male), \_\_\_ Hispanic (female), \_\_\_ Asian American (male), \_\_\_ Asian American (female), \_\_\_ American Indian (male), \_\_\_ American Indian (female), \_\_\_ Eskimo (male), \_\_\_ Eskimo (female), \_\_\_ Aleut (male), \_\_\_ Aleut (female), \_\_\_ Other (male), \_\_\_ Other (female).

2. Subcontracting Opportunities for Small, Women Owned, Minority Business Enterprises and Disabled Veterans. All prime contractors are requested to furnish the following information regarding participation of small, women owned, minority business enterprises and disabled veterans:

a. Proposed Name of your Subcontractor(s):

b. Proposed Minority Category of Subcontractor(s) - please check the appropriate category(ies):

___ African American (male)	___ African American (female)
___ Hispanic (male)	___ Hispanic (female)
___ Asian American (male)	___ Asian American (female)
___ American Indian (male)	___ American Indian (female)
___ Eskimo (male)	___ Eskimo (female)
___ Aleut (male)	___ Aleut (female)
___ Other (male)	___ Caucasian (female)
	___ Other (female)

c. Proposed Amount of Subcontracts:

d. Proposed Description of commodity (i.e. masonry, hauling, insulation, etc.):

e. Proposed Description of Project:

f. Proposed Total value of awards to all subcontractors:

g. Proposed Total Number of minority subcontracts awarded:

h. If you do not propose the use of any subcontractors, please check here \_\_\_\_.

E. The undersigned has read all sections under "Instructions to Bidders."

F. **CONTRACTOR'S REGISTRATION AND SIGNATURE**

Registered Virginia Contractor Class and No. \_\_\_\_\_

City of Norfolk Business License No. \_\_\_\_\_

Contractor \_\_\_\_\_ Signed \_\_\_\_\_ (SEAL)

Date \_\_\_\_\_ Title \_\_\_\_\_

NOTE: If Bidder is a corporation, write state of incorporation under signature and if a partnership, give full names of all partners.

**End of Page**

## AFFIDAVIT

City of Norfolk, Virginia project: **Pretty Lake Ancillary Channel Maintenance Dredging**

Bid Date: \_\_\_\_\_

### STATE OF VIRGINIA

(City/County)

This day personally appeared before the undersigned, a Notary Public in and for the City/County and State aforesaid, \_\_\_\_\_, who having been first duly sworn

(name of owner, partner, president)

according to law, did depose and aver as follows:

(a) That he is \_\_\_\_\_  
(owner, partner, president, etc.)

of \_\_\_\_\_  
(insert name of contractor)

(b) That he is personally familiar with the bid of \_\_\_\_\_  
(insert name of contractor)  
submitted in connection with the above captioned City of Norfolk project.

(c) That said bid was formulated and submitted in good faith as the true bid of said bidder.

(d) That said bid in no manner violates the Sherman Antitrust Act (15 U.S.C. '1 *et seq.*), The Virginia Antitrust Act ( n59.1-9.1 through n59.1-9.17 Code of Virginia, (1950), as amended) or the Conspiracy to Rig Bids to Government Act (nn59.1-68.8, Code of Virginia (1950), as amended.

And further this deponent saith not.

\_\_\_\_\_  
**Affiant**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
**Notary Public**

MAILING ADDRESS, FAX, TELEPHONE NUMBER and EMAIL OF BIDDER:

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IF CORPORATION, PROVIDE NAME AND MAILING ADDRESS AS REQUIRED BELOW

PRESIDENT

SECRETARY

TREASURER

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IF PARTNERSHIP, PROPRIETORSHIP, OR OTHER FIRM, PROVIDE NAME AND MAILING ADDRESS OF EACH PARTNER, PROPRIETOR, OR MEMBER OF FIRM.

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**COMPLIANCE WITH STATE LAW**  
**AUTHORIZATION TO TRANSACT BUSINESS IN THE COMMONWEALTH**

**I. CERTIFICATION**

- A. The Bidder/Vendor (Please fill in with your enterprise's complete name)

\_\_\_\_\_

certifies that it is organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50.

The identification number issued to Bidder/Vender by the State Corporation Commission: \_\_\_\_\_

- B. Bidder/Vendor that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall describe why it is not required to be so authorized:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Bidder/Vendor: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**II. INSTRUCTIONS**

- a. The Bidder/Vendor shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Vendor learns that its certification was

erroneous when submitted or has become erroneous by reason of changed circumstances.

- b. A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Bidder's/Vendor's responsibility. Failure of the Bidder/Vendor to furnish a certification or provide such additional information as requested by the appropriate City purchasing official may render the Bidder/Vendor non-responsible.
- c. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of a Bidder/Vendor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- d. The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Bidder/Vendor knowingly rendered an erroneous certification, in addition to other remedies available to the City, the appropriate City purchasing official may terminate the contract resulting from this solicitation for default.

**End of Page**

# THE CITY OF NORFOLK, VIRGINIA

OFFICE OF THE CITY MANAGER

## CONTRACT

**THIS AGREEMENT**, made as of the \_\_\_\_ day of \_\_\_\_ in the year **2016**, is between the **City of Norfolk, Virginia**, acting by and through the City Manager, hereinafter styled the **City**, and

party of the second part, hereinafter styled the **Contractor**.

**WITNESSETH**, That whereas the City has awarded to the Contractor, in accordance with his bid of **July 19, 2016** a contract for **PRETTY LAKE ANCILLARY CHANNEL MAINTENANCE DREDGING** as described in specifications and drawings prepared therefor by **RK&K, 2901 S. Lynnhaven Road, Suite 300, Virginia Beach, Virginia 23452** hereinafter styled the Engineer, or by the City of Norfolk, and on file in the office of the Director of Public Works of the City of Norfolk, Virginia.

### ARTICLE 1 - THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 2 - DATE OF COMMENCEMENT AND COMPLETION TIMES

The Contractor further agrees to begin Work at such a date as the Director, Department of Public Works, Norfolk, Virginia, shall notify it to begin via a Notice to Proceed letter, and that it will achieve Substantial Completion of the entire Work in accordance with Paragraph 9.8 of the General Conditions not later than **One Hundred Eighty (180) consecutive calendar days for Base Bid** from the date of commencement as well as achieve Final Completion in accordance with Paragraph 9.10 of the General Conditions not later than **Two Hundred Forty (240) consecutive calendar days** from the date of Notice to Proceed.

### ARTICLE 3 - LIQUIDATED DAMAGES

The Contractor and the City recognize that time is of the essence of this Agreement. In view of the difficulty of ascertaining the loss which the City will suffer by reason of delay in the performance of the Work, the Contractor and the City hereby agree upon as the liquidated damages set below that the City will suffer by reason of delay and/or default, and not as a penalty. Further, the City shall deduct and retain the amount of such liquidated damages out of the moneys which may be due or become due to the Contractor under this Agreement.

Accordingly, should the Contractor fail to achieve Substantial Completion the aforesaid Work in accordance with the contract documents to the satisfaction and approval of the Engineer within the time stipulated in Article 2 above, the Contractor shall pay to the City of Norfolk, Virginia, **One Hundred Dollars (\$100.00)** for every calendar day beyond the time set for substantial completion.

After Substantial Completion, if the Contractor shall neglect, refuse, or fail to complete the remaining Work within the contract time or any proper extension thereof granted by the City, the Contractor shall pay the City **One Hundred Dollars (\$100.00)** for every calendar day beyond the time set for final completion until the Work is completed and ready for final payment.

#### **ARTICLE 4 - CONTRACT PRICE**

The City shall pay the Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined below subject to additions and deductions as provided in the Contract Documents:

For all Unit Price Work, an amount equal to the sum of the established unit prices hereto attached and referred to as Attachment A, for:

\_\_\_\_\_ **Dollars and** \_\_\_\_\_ **Cents (\$\_\_\_\_\_)**

As provided in Subparagraph 7.3.3.2 of AIA A201-2007, General Conditions of the Contract for Construction (as modified), estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by the Engineer's recommendation to the City.

#### **ARTICLE 5 - PAYMENTS**

Based upon applications for payment submitted to the Engineer by the Contractor and certificates for payment issued by the Engineer, the City shall make monthly progress payments on account of the contract sum to the Contractor as provided in the conditions of the contract as follows:

The City will pay the Contractor, on or about the thirtieth calendar day after receipt of a Request for Payment, ninety-five percent (95%) of the portion of the contract sum properly allocable to labor, materials, and equipment incorporated in the Work and ninety-five percent (95%) of the portion of the contract sum properly allocable to materials and equipment suitably stored at the site or at some other location agreed upon in writing by the parties, less the aggregate of previous payments in each case; provided, however, that the owner, at any time after fifty percent (50%) of the Work has been completed, if it finds that satisfactory progress is being made, may make any of the remaining partial payments in full; and upon final completion, a sum sufficient to increase the total payment to one-hundred percent (100%) of the contract sum, less such retainage as the Engineer shall determine for all incomplete Work and unsettled claims. But such full payment or payments shall in no manner be construed as reducing the amount of the bond, or the liability of the surety thereon, until final completion and acceptance of all items of Work herein set forth.

The action of the Engineer by which the Contractor is to be bound according to the terms of this contract shall be that evidenced by his final estimate and certificate, all prior estimates upon which ninety-five percent (95%) or more may be made, being merely payment on account, and not payments for accepted Work, and subject to the correction of such final estimate, which may be made with notice to the Contractor.

#### **ARTICLE 6 - CONTRACTOR'S REPRESENTATION**

To induce the City to enter into this Contract, the Contractor makes the following representations:



A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Bidding Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site which have been provided with the Contract Documents, and (2) reports and drawings of a hazardous environmental condition, if any, at the site, which have been provided with the Contract Documents.

E. Contractor has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work.

F. Contractor is aware of the general nature of Work to be performed by City and others at the Site that relates to the Work as indicated in the Contract Documents.

G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor

H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

I. Contractor hereby certifies that it has familiarized itself with Sections 33.1-86 through 33.1-93 of the Code of the City of Norfolk, Virginia, 1979, as amended, entitled "Ethics in Public Contracting," including the additional statutes set forth in Section 33.1-86 thereof, and further that all amounts received by the Contractor pursuant to this Agreement are proper and in accordance therewith.

J. Contractor hereby certifies that at all times during which any term of this Agreement is in effect, it does not and shall not knowingly employ any unauthorized alien. For purposes of this section, an "unauthorized alien" shall mean any alien who is neither lawfully admitted for permanent residence in the United States nor authorized to be employed by either Title 8, section 1324a of the United States Code or the U.S. Attorney General.

K. Contractor hereby represents that it is organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership and is authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.

## **ARTICLE 7 - CONTRACT DOCUMENTS**

The Contract Documents consist of the following:

- a. Invitation for Bids
- b. Instructions to Bidders
- c. Bid Form/Affidavit
- d. Bid Bond
- e. Contract
- f. Performance Bond
- g. Payment Bond
- h. AIA A201-2007, "General Conditions of the Contract for Construction" (as modified)
- i. Certificate of Insurance
- j. Notice of Award
- k. Notice to Proceed
- l. Change Orders (if any)
- m. Other Documents as may be required by law or appended hereto
- n. Plans and Drawings prepared by: **RK&K, 2901 S. Lynnhaven Road, Suite 300, Virginia Beach, Virginia 23452**
- o. Specifications prepared or issued by: **RK&K, 2901 S. Lynnhaven Road, Suite 300, Virginia Beach, Virginia 23452**
- p. Addendum (as listed in Bid Form)

Witness the following signatures and seals:

**(Contractor)**

**Witness:** \_\_\_\_\_

By: \_\_\_\_\_

*Written Signature*

\_\_\_\_\_  
*Printed Signature*

\_\_\_\_\_  
*Title* *Date*

Seal  
If  
Incorporated

Virginia State Contractor's License No. \_\_\_\_\_

City of Norfolk Business License No. \_\_\_\_\_

**Contents Approved:**

\_\_\_\_\_  
Director of Public Works

**Approved as to form and correctness:**

\_\_\_\_\_  
Deputy City Attorney

**CITY OF NORFOLK, VIRGINIA**

**Attest:** \_\_\_\_\_  
City Clerk

By \_\_\_\_\_  
City Manager

### **Certification of Funds**

I hereby certify that the money required for this contract (agreement, obligation or expenditure) is in the City Treasury to the credit of the fund from which it is to be drawn, and not appropriated for any other purpose.

Account:

Amount:

Contract No.:

Vendor Code:

---

Director of Finance

Date

**End of Page**

## PERFORMANCE BOND

Bond No. \_\_\_\_\_

Amount: \$ \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS, that \_\_\_\_\_ of \_\_\_\_\_ hereinafter called the Contractor and \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State of \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the Commonwealth of Virginia as the Surety, are held and firmly bound unto the City of Norfolk as Owner, in the sum of \_\_\_\_\_ **Dollars and \_\_\_\_ Cents** (\$ \_\_\_\_\_), lawful money of the United States of America, for payment of which, well and truly be made to the Owner, the Contractor and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:

WHEREAS, the Contractor has executed and entered into a certain Contract, hereto attached, with the Owner dated \_\_\_\_\_, 2016 for

### **PRETTY LAKE ANCILLARY CHANNEL MAINTENANCE DREDGING**

NOW THEREFORE, if the Contractor, and its successors and assigns, shall at all times duly, promptly, and faithfully perform the Work and any alteration in or addition to the obligations of the Contractor arising thereunder, including the matter of infringement, if any, of patents or other proprietary rights, and shall assure all guarantees against defective workmanship and materials, including the guarantee period following final completion by the Contractor and final acceptance by the Owner and comply with all the covenants therein contained in the Specifications, Drawings, and other Contract Documents required to be performed by the Contractor, in the manner and within the times provided in the Agreement, and shall fully indemnify and save harmless the Owner from all costs and damage which it may suffer by reason or failure to do so, and shall fully reimburse and repay it all outlay and expenses which it may incur in making good any default, and reasonable counsel fees incurred in the prosecution of or defense of any action arising out of or in connection with any such default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the Surety, for value received, for itself and its successors and assigns, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract Documents or to the Work to be performed thereunder, or payment thereunder before the time required therein, or waiver of any provision thereof, or assignment, subletting or transfer thereof or any part thereof, shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration, addition to the terms of the Contract Documents or any such payment, waiver, assignment, subcontract or transfer.

PROVIDED, FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

Whenever Contractor shall be declared by Owner to be in default under the Contract, the Owner having performed Owner's obligations thereunder, the Owner shall have the right, at its option, to require the Surety to promptly proceed to remedy the default within 30 days of notice by proceeding or procuring others to proceed with completing the Agreement with its terms and conditions including the correction of any defective work and the provision of safety measures required as the result of such default; and all reserves, deferred payments, and other funds provided by the Agreement to be paid to Contractor shall be paid to Surety at the same times and under the same conditions as by the terms of that Agreement such fund would have been paid to Contractor had the Agreement been performed by Contractor; and Surety shall be entitled to such funds in preference to any assignee of Principal of any adverse claimant. Notwithstanding the above, the Owner shall have the right, with the approval of the Surety which shall

not be unreasonably withheld, to take over and assume completion of the Agreement and be promptly paid in cash by the Surety for the cost of such completion less the balance of the Contract price.

IN WITNESS WHEREOF, all above parties bounded together have executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, **2016**, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

CONTRACTOR

(\_\_\_\_\_)

By: \_\_\_\_\_(Seal)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Attest

SURETY

\_\_\_\_\_  
By: \_\_\_\_\_(Seal)

\_\_\_\_\_  
Attest

APPROVED AS TO FORM: \_\_\_\_\_, 2016

City of Norfolk, OWNER

By: \_\_\_\_\_  
Deputy City Attorney

NOTE: Date of Bond shall not be prior to the date of the Agreement. If the Contractor is a partnership, all partners shall execute the Bond.

IMPORTANT: The Surety named on this Bond shall be one who is licensed to conduct business in the Commonwealth of Virginia, and named in the current list of Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies, as published in Circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent shall be accompanied by a certified copy of the authority to act for the Surety at the time of signing of this Bond.

**End of Page**

## PAYMENT BOND

Bond No. \_\_\_\_\_

Amount: \$ \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS, that \_\_\_\_\_, hereinafter called the Contractor and \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the laws of the State \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the Commonwealth of Virginia as the Surety, are held and firmly bound unto the City of Norfolk as Owner, in the sum of \_\_\_\_\_ **Dollars and \_\_\_\_ Cents** (\$ \_\_\_\_\_), lawful money of the United States of America, for payment of which, well and truly be made to the Owner, the Contractor and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:

WHEREAS, the Contractor has executed and entered into a certain Agreement, hereto attached, with the Owner dated \_\_\_\_\_, 2016 for

### PRETTY LAKE ANCILLARY CHANNEL MAINTENANCE DREDGING

NOW THEREFORE, if the Contractor shall promptly make payments to all persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the prosecution of the Work provided for in the Agreement, and any authorized extension or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools consumed, used or rented in connection with the construction of the Work, and all insurance premiums on the Work, and for all labor performed in the Work, whether by Subcontractor or otherwise, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the Contract Documents or to the Work to be performed thereunder, shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Contract Documents.

PROVIDED, FURTHER, that no final settlement between the Owner and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, all above parties bounded together have executed this instrument this \_\_\_\_ day of \_\_\_\_\_, **2016**, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

CONTRACTOR

(\_\_\_\_\_)

By: \_\_\_\_\_ (Seal)

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Attest

SURETY

\_\_\_\_\_  
By: \_\_\_\_\_(Seal)

\_\_\_\_\_  
Attest

APPROVED AS TO FORM: \_\_\_\_\_, 2016

City of Norfolk, OWNER

By: \_\_\_\_\_  
Deputy City Attorney

NOTE: Date of Bond shall not be prior to the date of the Agreement. If the Contractor is a partnership, all partners shall execute the Bond.

IMPORTANT: The Surety named on this Bond shall be one who is licensed to conduct business in the Commonwealth of Virginia, and named in the current list of Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies, as published in Circular 570 (amended) by the Audit Staff Bureau of Accounts, U.S. Treasury Department. All Bonds signed by an agent shall be accompanied by a certified copy of the authority to act for the Surety at the time of signing of this Bond.

**End of Page**



# Document A201™ – 2007

## General Conditions of the Contract for Construction

for the following PROJECT:  
(Name and location or address)

THE CITY OF NORFOLK, a municipal corporation of the Commonwealth of Virginia,  
hereinafter called the "City" or the OWNER:  
(Name, legal status and address)

This document has important  
legal consequences.  
Consultation with an attorney  
is encouraged with respect to  
its completion or modification.

THE ARCHITECT:  
(Name, legal status and address)

### TABLE OF ARTICLES

- |    |  |
|----|--|
| 1  | GENERAL PROVISIONS                               |
| 2  | OWNER  |
| 3  | CONTRACTOR                                       |
| 4  | ARCHITECT  |
| 5  | SUBCONTRACTORS                                   |
| 6  | CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS |
| 7  | CHANGES IN THE WORK                              |
| 8  | TIME   |
| 9  | PAYMENTS AND COMPLETION                          |
| 10 | PROTECTION OF PERSONS AND PROPERTY               |
| 11 | INSURANCE AND BONDS                              |
| 12 | UNCOVERING AND CORRECTION OF WORK                |
| 13 | MISCELLANEOUS PROVISIONS                         |
| 14 | TERMINATION OR SUSPENSION OF THE CONTRACT        |
| 15 | CLAIMS AND DISPUTES                              |

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## INDEX

(Topics and numbers in bold are section headings.)

### Acceptance of Nonconforming Work

9.6.6, 9.9.3, **12.3**

#### Acceptance of Work

9.6.6, 9.8.2, 9.9.3, 9.10.1, 9.10.3, **12.3**

#### Access to Work

**3.16**, 6.2.1, **12.1**

#### Accident Prevention

**10**

#### Acts and Omissions

3.2, 3.3.2, 3.12.8, 3.18, 4.2.3, 8.3.1, 9.5.1, 10.2.5, 10.2.8, 13.4.2, 13.7, 14.1, **15.2**

#### Addenda

1.1.1, **3.11**

#### Additional Costs, Claims for

3.7.4, 3.7.5, 6.1.1, 7.3.7.5, **10.3**, **15.1.4**

### Additional Inspections and Testing

9.4.2, 9.8.3, **12.2.1**, **13.5**

#### Additional Insured

**11.1.4**

#### Additional Time, Claims for

3.2.4, 3.7.4, 3.7.5, 3.10.2, 8.3.2, **15.1.5**

### Administration of the Contract

3.1.3, **4.2**, 9.4, **9.5**

#### Advertisement or Invitation to Bid

**1.1.1**

#### Aesthetic Effect

**4.2.13**

### Allowances

**3.8**, **7.3.8**

#### All-risk Insurance

**11.3.1**, **11.3.1.1**

### Applications for Payment

4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5.1, 9.6.3, 9.7, 9.10,

**11.1.3**

#### Approvals

2.1.1, 2.2.2, 2.4, 3.1.3, 3.10.2, 3.12.8, 3.12.9, 3.12.10, 4.2.7, 9.3.2, **13.5.1**

#### Arbitration

8.3.1, **11.3.10**, **13.1**, **15.3.2**, **15.4**

## ARCHITECT

**4**

#### Architect, Definition of

**4.1.1**

#### Architect, Extent of Authority

2.4, 3.12.7, 4.1, 4.2, 5.2, 6.3, 7.1.2, 7.3.7, 7.4, 9.2, 9.3.1, 9.4, 9.5, 9.6.3, 9.8, 9.10.1, 9.10.3, **12.1**, **12.2.1**, **13.5.1**, **13.5.2**, **14.2.2**, **14.2.4**, **15.1.3**, **15.2.1**

#### Architect, Limitations of Authority and

#### Responsibility

2.1.1, 3.12.4, 3.12.8, 3.12.10, 4.1.2, 4.2.1, 4.2.2, 4.2.3, 4.2.6, 4.2.7, 4.2.10, 4.2.12, 4.2.13, 5.2.1, 7.4, 9.4.2, 9.5.3, 9.6.4, **15.1.3**, **15.2**

#### Architect's Additional Services and Expenses

2.4, **11.3.1.1**, **12.2.1**, **13.5.2**, **13.5.3**, **14.2.4**

#### Architect's Administration of the Contract

3.1.3, 4.2, 3.7.4, **15.2**, **9.4.1**, **9.5**

#### Architect's Approvals

2.4, 3.1.3, 3.5, 3.10.2, **4.2.7**

#### Architect's Authority to Reject Work

3.5, **4.2.6**, **12.1.2**, **12.2.1**

#### Architect's Copyright

**1.1.7**, **1.5**

#### Architect's Decisions

3.7.4, **4.2.6**, **4.2.7**, **4.2.11**, **4.2.12**, **4.2.13**, **4.2.14**, **6.3**, **7.3.7**, **7.3.9**, **8.1.3**, **8.3.1**, **9.2**, **9.4.1**, **9.5**, **9.8.4**, **9.9.1**, **13.5.2**, **15.2**, **15.3**

#### Architect's Inspections

3.7.4, **4.2.2**, **4.2.9**, **9.4.2**, **9.8.3**, **9.9.2**, **9.10.1**, **13.5**

#### Architect's Instructions

3.2.4, 3.3.1, **4.2.6**, **4.2.7**, **13.5.2**

#### Architect's Interpretations

**4.2.11**, **4.2.12**

#### Architect's Project Representative

**4.2.10**

#### Architect's Relationship with Contractor

**1.1.2**, **1.5**, **3.1.3**, **3.2.2**, **3.2.3**, **3.2.4**, **3.3.1**, **3.4.2**, **3.5**, **3.7.4**, **3.7.5**, **3.9.2**, **3.9.3**, **3.10**, **3.11**, **3.12**, **3.16**, **3.18**, **4.1.2**, **4.1.3**, **4.2**, **5.2**, **6.2.2**, **7**, **8.3.1**, **9.2**, **9.3**, **9.4**, **9.5**, **9.7**, **9.8**, **9.9**, **10.2.6**, **10.3**, **11.3.7**, **12**, **13.4.2**, **13.5**, **15.2**

#### Architect's Relationship with Subcontractors

**1.1.2**, **4.2.3**, **4.2.4**, **4.2.6**, **9.6.3**, **9.6.4**, **11.3.7**

#### Architect's Representations

**9.4.2**, **9.5.1**, **9.10.1**

#### Architect's Site Visits

3.7.4, **4.2.2**, **4.2.9**, **9.4.2**, **9.5.1**, **9.9.2**, **9.10.1**, **13.5**

#### Asbestos

**10.3.1**

#### Attorneys' Fees

**3.18.1**, **9.10.2**, **10.3.3**

#### Award of Separate Contracts

**6.1.1**, **6.1.2**

### Award of Subcontracts and Other Contracts for Portions of the Work

**5.2**

## Basic Definitions

**1.1**

#### Bidding Requirements

**1.1.1**, **5.2.1**, **11.4.1**

#### Binding Dispute Resolution

9.7, **11.3.9**, **11.3.10**, **13.1**, **15.2.5**, **15.2.6.1**, **15.3.1**, **15.3.2**, **15.4.1**

### Boiler and Machinery Insurance

**11.3.2**

#### Bonds, Lien

**7.3.7.4**, **9.10.2**, **9.10.3**

### Bonds, Performance, and Payment

**7.3.7.4**, **9.6.7**, **9.10.3**, **11.3.9**, **11.4**

Init.

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Building Permit

3.7.1

## **Capitalization**

### **1.3**

Certificate of Substantial Completion

9.8.3, 9.8.4, 9.8.5

### **Certificates for Payment**

4.2.1, 4.2.5, 4.2.9, 9.3.3, 9.4, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1, 9.10.3, 14.1.1.3, 14.2.4, 15.1.3

Certificates of Inspection, Testing or Approval  
13.5.4

Certificates of Insurance

9.10.2, 11.1.3

### **Change Orders**

1.1.1, 2.4, 3.4.2, 3.7.4, 3.8.2.3, 3.11, 3.12.8, 4.2.8, 5.2.3, 7.1.2, 7.1.3, 7.2, 7.3.2, 7.3.6, 7.3.9, 7.3.10, 8.3.1, 9.3.1.1, 9.10.3, 10.3.2, 11.3.1.2, 11.3.4, 11.3.9, 12.1.2, 15.1.3

Change Orders, Definition of

7.2.1

## **CHANGES IN THE WORK**

2.2.1, 3.11, 4.2.8, 7, 7.2.1, 7.3.1, 7.4, 8.3.1, 9.3.1.1, 11.3.9

Claims, Definition of

### **15.1.1**

## **CLAIMS AND DISPUTES**

3.2.4, 6.1.1, 6.3, 7.3.9, 9.3.3, 9.10.4, 10.3.3, 15, 15.4

Claims and Timely Assertion of Claims

15.4.1

Claims for Additional Cost

3.2.4, 3.7.4, 6.1.1, 7.3.9, 10.3.2, 15.1.4

Claims for Additional Time

3.2.4, 3.7.4, 6.1.1, 8.3.2, 10.3.2, 15.1.5

Concealed or Unknown Conditions, Claims for  
3.7.4

Claims for Damages

3.2.4, 3.18, 6.1.1, 8.3.3, 9.5.1, 9.6.7, 10.3.3, 11.1.1, 11.3.5, 11.3.7, 14.1.3, 14.2.4, 15.1.6

Claims Subject to Arbitration

15.3.1, 15.4.1

### **Cleaning Up**

3.15, 6.3

Commencement of the Work, Conditions Relating to

2.2.1, 3.2.2, 3.4.1, 3.7.1, 3.10.1, 3.12.6, 5.2.1, 5.2.3, 6.2.2, 8.1.2, 8.2.2, 8.3.1, 11.1, 11.3.1, 11.3.6, 11.4.1, 15.1.4

Commencement of the Work, Definition of

8.1.2

Communications Facilitating Contract

Administration

3.9.1, 4.2.4

Completion, Conditions Relating to

3.4.1, 3.11, 3.15, 4.2.2, 4.2.9, 8.2, 9.4.2, 9.8, 9.9.1, 9.10, 12.2, 13.7, 14.1.2

## **COMPLETION, PAYMENTS AND**

9

Completion, Substantial

4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1, 9.10.3, 12.2, 13.7

Compliance with Laws

1.6, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 4.1.1, 9.6.4, 10.2.2, 11.1, 11.3, 13.1, 13.4, 13.5.1, 13.5.2, 13.6, 14.1.1, 14.2.1.3, 15.2.8, 15.4.2, 15.4.3

Concealed or Unknown Conditions

3.7.4, 4.2.8, 8.3.1, 10.3

Conditions of the Contract

1.1.1, 6.1.1, 6.1.4

Consent, Written

3.4.2, 3.7.4, 3.12.8, 3.14.2, 4.1.2, 9.3.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3, 11.3.1, 13.2, 13.4.2, 15.4.4.2

Consolidation or Joinder

### **15.4.4**

## **CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS**

1.1.4, 6

Construction Change Directive, Definition of

7.3.1

Construction Change Directives

1.1.1, 3.4.2, 3.12.8, 4.2.8, 7.1.1, 7.1.2, 7.1.3, 7.3, 9.3.1.1

Construction Schedules, Contractor's

3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.5.2

Contingent Assignment of Subcontracts

5.4, 14.2.2.2

Continuing Contract Performance

15.1.3

Contract, Definition of

1.1.2

## **CONTRACT, TERMINATION OR SUSPENSION OF THE**

5.4.1.1, 11.3.9, 14

Contract Administration

3.1.3, 4, 9.4, 9.5

Contract Award and Execution, Conditions Relating to

3.7.1, 3.10, 5.2, 6.1, 11.1.3, 11.3.6, 11.4.1

Contract Documents, Copies Furnished and Use of

1.5.2, 2.2.5, 5.3

Contract Documents, Definition of

1.1.1

Contract Sum

3.7.4, 3.8, 5.2.3, 7.2, 7.3, 7.4, 9.1, 9.4.2, 9.5.1.4, 9.6.7, 9.7, 10.3.2, 11.3.1, 14.2.4, 14.3.2, 15.1.4, 15.2.5

Contract Sum, Definition of

9.1

Contract Time

3.7.4, 3.7.5, 3.10.2, 5.2.3, 7.2.1.3, 7.3.1, 7.3.5, 7.4, 8.1.1, 8.2.1, 8.3.1, 9.5.1, 9.7, 10.3.2, 12.1.1, 14.3.2, 15.1.5.1, 15.2.5

Contract Time, Definition of

8.1.1

Init.

## **CONTRACTOR**

**3**

**Contractor, Definition of**

**3.1, 6.1.2**

**Contractor's Construction Schedules**

**3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.5.2**

**Contractor's Employees**

**3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3, 11.1.1, 11.3.7, 14.1, 14.2.1.1**

**Contractor's Liability Insurance**

**11.1**

**Contractor's Relationship with Separate Contractors and Owner's Forces**

**3.12.5, 3.14.2, 4.2.4, 6, 11.3.7, 12.1.2, 12.2.4**

**Contractor's Relationship with Subcontractors**

**1.2.2, 3.3.2, 3.18.1, 3.18.2, 5, 9.6.2, 9.6.7, 9.10.2, 11.3.1.2, 11.3.7, 11.3.8**

**Contractor's Relationship with the Architect**

**1.1.2, 1.5, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2, 3.5, 3.7.4, 3.10, 3.11, 3.12, 3.16, 3.18, 4.1.3, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3.7, 12, 13.5, 15.1.2, 15.2.1**

**Contractor's Representations**

**3.2.1, 3.2.2, 3.5, 3.12.6, 6.2.2, 8.2.1, 9.3.3, 9.8.2**

**Contractor's Responsibility for Those Performing the Work**

**3.3.2, 3.18, 5.3, 6.1.3, 6.2, 9.5.1, 10.2.8**

**Contractor's Review of Contract Documents**

**3.2**

**Contractor's Right to Stop the Work**

**9.7**

**Contractor's Right to Terminate the Contract**

**14.1, 15.1.6**

**Contractor's Submittals**

**3.10, 3.11, 3.12.4, 4.2.7, 5.2.1, 5.2.3, 9.2, 9.3, 9.8.2, 9.8.3, 9.9.1, 9.10.2, 9.10.3, 11.1.3, 11.4.2**

**Contractor's Superintendent**

**3.9, 10.2.6**

**Contractor's Supervision and Construction Procedures**

**1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.5, 7.3.7, 8.2, 10, 12, 14, 15.1.3**

**Contractual Liability Insurance**

**11.1.1.8, 11.2**

**Coordination and Correlation**

**1.2, 3.2.1, 3.3.1, 3.10, 3.12.6, 6.1.3, 6.2.1**

**Copies Furnished of Drawings and Specifications**

**1.5, 2.2.5, 3.11**

**Copyrights**

**1.5, 3.17**

**Correction of Work**

**2.3, 2.4, 3.7.3, 9.4.2, 9.8.2, 9.8.3, 9.9.1, 12.1.2, 12.2**

**Correlation and Intent of the Contract Documents**

**1.2**

**Cost, Definition of**

**7.3.7**

**Costs**

**2.4, 3.2.4, 3.7.3, 3.8.2, 3.15.2, 5.4.2, 6.1.1, 6.2.3, 7.3.3.3, 7.3.7, 7.3.8, 7.3.9, 9.10.2, 10.3.2, 10.3.6, 11.3, 12.1.2, 12.2.1, 12.2.4, 13.5, 14**

**Cutting and Patching**

**3.14, 6.2.5**

**Damage to Construction of Owner or Separate Contractors**

**3.14.2, 6.2.4, 10.2.1.2, 10.2.5, 10.4, 11.1.1, 11.3, 12.2.4**

**Damage to the Work**

**3.14.2, 9.9.1, 10.2.1.2, 10.2.5, 10.4, 11.3.1, 12.2.4**

**Damages, Claims for**

**3.2.4, 3.18, 6.1.1, 8.3.3, 9.5.1, 9.6.7, 10.3.3, 11.1.1, 11.3.5, 11.3.7, 14.1.3, 14.2.4, 15.1.6**

**Damages for Delay**

**6.1.1, 8.3.3, 9.5.1.6, 9.7, 10.3.2**

**Date of Commencement of the Work, Definition of**

**8.1.2**

**Date of Substantial Completion, Definition of**

**8.1.3**

**Day, Definition of**

**8.1.4**

**Decisions of the Architect**

**3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 15.2, 6.3, 7.3.7, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4, 9.5.1, 9.8.4, 9.9.1, 13.5.2, 14.2.2, 14.2.4, 15.1, 15.2**

**Decisions to Withhold Certification**

**9.4.1, 9.5, 9.7, 14.1.1.3**

**Defective or Nonconforming Work, Acceptance, Rejection and Correction of**

**2.3, 2.4, 3.5, 4.2.6, 6.2.5, 9.5.1, 9.5.2, 9.6.6, 9.8.2, 9.9.3, 9.10.4, 12.2.1**

**Definitions**

**1.1, 2.1.1, 3.1.1, 3.5, 3.12.1, 3.12.2, 3.12.3, 4.1.1, 15.1.1, 5.1, 6.1.2, 7.2.1, 7.3.1, 8.1, 9.1, 9.8.1**

**Delays and Extensions of Time**

**3.2, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, 8.3, 9.5.1, 9.7, 10.3.2, 10.4, 14.3.2, 15.1.5, 15.2.5**

**Disputes**

**6.3, 7.3.9, 15.1, 15.2**

**Documents and Samples at the Site**

**3.11**

**Drawings, Definition of**

**1.1.5**

**Drawings and Specifications, Use and Ownership of**

**3.11**

**Effective Date of Insurance**

**8.2.2, 11.1.2**

**Emergencies**

**10.4, 14.1.1.2, 15.1.4**

**Employees, Contractor's**

**3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3.3, 11.1.1, 11.3.7, 14.1, 14.2.1.1**

Int.

Equipment, Labor, Materials or  
1.1.3, 1.1.6, 3.4, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,  
4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.7, 9.3.2, 9.3.3, 9.5.1.3,  
9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2  
Execution and Progress of the Work  
1.1.3, 1.2.1, 1.2.2, 2.2.3, 2.2.5, 3.1, 3.3.1, 3.4.1, 3.5,  
3.7.1, 3.10.1, 3.12, 3.14, 4.2, 6.2.2, 7.1.3, 7.3.5, 8.2,  
9.5.1, 9.9.1, 10.2, 10.3, 12.2, 14.2, 14.3.1, 15.1.3  
Extensions of Time  
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3, 7.4, 9.5.1, 9.7, 10.3.2,  
10.4, 14.3, 15.1.5, 15.2.5  
**Failure of Payment**  
9.5.1.3, 9.7, 9.10.2, 13.6, 14.1.1.3, 14.2.1.2  
Faulty Work  
(See Defective or Nonconforming Work)  
**Final Completion and Final Payment**  
4.2.1, 4.2.9, 9.8.2, 9.10, 11.1.2, 11.1.3, 11.3.1, 11.3.5,  
12.3, 14.2.4, 14.4.3  
Financial Arrangements, Owner's  
2.2.1, 13.2.2, 14.1.1.4  
Fire and Extended Coverage Insurance  
11.3.1.1  
**GENERAL PROVISIONS**  
**1**  
**Governing Law**  
**13.1**  
Guarantees (See Warranty)  
**Hazardous Materials**  
10.2.4, 10.3  
Identification of Subcontractors and Suppliers  
5.2.1  
**Indemnification**  
3.17, 3.18, 9.10.2, 10.3.3, 10.3.5, 10.3.6, 11.3.1.2,  
11.3.7  
**Information and Services Required of the Owner**  
2.1.2, 2.2, 3.2.2, 3.12.4, 3.12.10, 6.1.3, 6.1.4, 6.2.5,  
9.6.1, 9.6.4, 9.9.2, 9.10.3, 10.3.3, 11.2, 11.4, 13.5.1,  
13.5.2, 14.1.1.4, 14.1.4, 15.1.3  
**Initial Decision**  
**15.2**  
**Initial Decision Maker, Definition of**  
1.1.8  
Initial Decision Maker, Decisions  
14.2.2, 14.2.4, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5  
Initial Decision Maker, Extent of Authority  
14.2.2, 14.2.4, 15.1.3, 15.2.1, 15.2.2, 15.2.3, 15.2.4,  
15.2.5  
**Injury or Damage to Person or Property**  
**10.2.8, 10.4**  
**Inspections**  
3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3,  
9.9.2, 9.10.1, 12.2.1, 13.5  
Instructions to Bidders  
1.1.1  
Instructions to the Contractor  
3.2.4, 3.3.1, 3.8.1, 5.2.1, 7, 8.2.2, 12, 13.5.2

**Instruments of Service, Definition of**  
**1.1.7**  
Insurance  
3.18.1, 6.1.1, 7.3.7, 9.3.2, 9.8.4, 9.9.1, 9.10.2, 11  
**Insurance, Boiler and Machinery**  
**11.3.2**  
**Insurance, Contractor's Liability**  
**11.1**  
Insurance, Effective Date of  
8.2.2, 11.1.2  
**Insurance, Loss of Use**  
**11.3.3**  
**Insurance, Owner's Liability**  
**11.2**  
**Insurance, Property**  
10.2.5, 11.3  
Insurance, Stored Materials  
9.3.2  
**INSURANCE AND BONDS**  
**11**  
Insurance Companies, Consent to Partial Occupancy  
9.9.1  
Intent of the Contract Documents  
1.2.1, 4.2.7, 4.2.12, 4.2.13, 7.4  
**Interest**  
**13.6**  
**Interpretation**  
1.2.3, 1.4, 4.1.1, 5.1, 6.1.2, 15.1.1  
Interpretations, Written  
4.2.11, 4.2.12, 15.1.4  
Judgment on Final Award  
15.4.2  
**Labor and Materials, Equipment**  
1.1.3, 1.1.6, 3.4, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,  
4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.7, 9.3.2, 9.3.3, 9.5.1.3,  
9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2  
Labor Disputes  
8.3.1  
Laws and Regulations  
1.5, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 4.1.1, 9.6.4, 9.9.1,  
10.2.2, 11.1.1, 11.3, 13.1, 13.4, 13.5.1, 13.5.2, 13.6,  
14, 15.2.8, 15.4  
Liens  
2.1.2, 9.3.3, 9.10.2, 9.10.4, 15.2.8  
Limitations, Statutes of  
12.2.5, 13.7, 15.4.1.1  
Limitations of Liability  
2.3, 3.2.2, 3.5, 3.12.10, 3.17, 3.18.1, 4.2.6, 4.2.7,  
4.2.12, 6.2.2, 9.4.2, 9.6.4, 9.6.7, 10.2.5, 10.3.3,  
11.1.2, 11.2, 11.3.7, 12.2.5, 13.4.2  
Limitations of Time  
2.1.2, 2.2, 2.4, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2.7,  
5.2, 5.3, 5.4.1, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3,  
9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 11.1.3, 11.3.1.5,  
11.3.6, 11.3.10, 12.2, 13.5, 13.7, 14, 15  
**Loss of Use Insurance**  
**11.3.3**

Init.

Material Suppliers  
1.5, 3.12.1, 4.2.4, 4.2.6, 5.2.1, 9.3, 9.4.2, 9.6, 9.10.5  
**Materials, Hazardous**  
10.2.4, 10.3

Materials, Labor, Equipment and  
1.1.3, 1.1.6, 1.5.1, 3.4.1, 3.5, 3.8.2, 3.8.3, 3.12, 3.13,  
3.15.1, 4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.7, 9.3.2, 9.3.3,  
9.5.1.3, 9.10.2, 10.2.1.2, 10.2.4, 14.2.1.1, 14.2.1.2

Means, Methods, Techniques, Sequences and  
Procedures of Construction  
3.3.1, 3.12.10, 4.2.2, 4.2.7, 9.4.2

Mechanic's Lien

2.1.2, 15.2.8

### **Mediation**

8.3.1, 10.3.5, 10.3.6, 15.2.1, 15.2.5, 15.2.6, 15.3,  
15.4.1

### **Minor Changes in the Work**

1.1.1, 3.12.8, 4.2.8, 7.1, 7.4

## **MISCELLANEOUS PROVISIONS**

### **13**

Modifications, Definition of

#### **1.1.1**

Modifications to the Contract

1.1.1, 1.1.2, 3.11, 4.1.2, 4.2.1, 5.2.3, 7, 8.3.1, 9.7,  
10.3.2, 11.3.1

**Mutual Responsibility**

#### **6.2**

**Nonconforming Work, Acceptance of**

9.6.6, 9.9.3, 12.3

Nonconforming Work, Rejection and Correction of  
2.3, 2.4, 3.5, 4.2.6, 6.2.4, 9.5.1, 9.8.2, 9.9.3, 9.10.4,  
12.2.1

Notice

2.2.1, 2.3, 2.4, 3.2.4, 3.3.1, 3.7.2, 3.12.9, 5.2.1, 9.7,  
9.10, 10.2.2, 11.1.3, 12.2.2.1, 13.3, 13.5.1, 13.5.2,  
14.1, 14.2, 15.2.8, 15.4.1

**Notice, Written**

2.3, 2.4, 3.3.1, 3.9.2, 3.12.9, 3.12.10, 5.2.1, 9.7, 9.10,  
10.2.2, 10.3, 11.1.3, 11.3.6, 12.2.2.1, 13.3, 14, 15.2.8,  
15.4.1

**Notice of Claims**

3.7.4, 10.2.8, 15.1.2, 15.4

**Notice of Testing and Inspections**

13.5.1, 13.5.2

**Observations, Contractor's**

3.2, 3.7.4

**Occupancy**

2.2.2, 9.6.6, 9.8, 11.3.1.5

**Orders, Written**

1.1.1, 2.3, 3.9.2, 7, 8.2.2, 11.3.9, 12.1, 12.2.2.1,  
13.5.2, 14.3.1

## **OWNER**

### **2**

**Owner, Definition of**

#### **2.1.1**

**Owner, Information and Services Required of the**  
2.1.2, 2.2, 3.2.2, 3.12.10, 6.1.3, 6.1.4, 6.2.5, 9.3.2,  
9.6.1, 9.6.4, 9.9.2, 9.10.3, 10.3.3, 11.2, 11.3, 13.5.1,  
13.5.2, 14.1.1.4, 14.1.4, 15.1.3

**Owner's Authority**

1.5, 2.1.1, 2.3, 2.4, 3.4.2, 3.8.1, 3.12.10, 3.14.2, 4.1.2,  
4.1.3, 4.2.4, 4.2.9, 5.2.1, 5.2.4, 5.4.1, 6.1, 6.3, 7.2.1,  
7.3.1, 8.2.2, 8.3.1, 9.3.1, 9.3.2, 9.5.1, 9.6.4, 9.9.1,  
9.10.2, 10.3.2, 11.1.3, 11.3.3, 11.3.10, 12.2.2, 12.3,  
13.2.2, 14.3, 14.4, 15.2.7

**Owner's Financial Capability**

2.2.1, 13.2.2, 14.1.1.4

**Owner's Liability Insurance**

#### **11.2**

**Owner's Relationship with Subcontractors**

1.1.2, 5.2, 5.3, 5.4, 9.6.4, 9.10.2, 14.2.2

**Owner's Right to Carry Out the Work**

2.4, 14.2.2

**Owner's Right to Clean Up**

#### **6.3**

**Owner's Right to Perform Construction and to  
Award Separate Contracts**

#### **6.1**

**Owner's Right to Stop the Work**

#### **2.3**

**Owner's Right to Suspend the Work**

14.3

**Owner's Right to Terminate the Contract**

14.2

**Ownership and Use of Drawings, Specifications  
and Other Instruments of Service**

1.1.1, 1.1.6, 1.1.7, 1.5, 2.2.5, 3.2.2, 3.11, 3.17, 4.2.12,  
5.3

**Partial Occupancy or Use**

9.6.6, 9.9, 11.3.1.5

**Patching, Cutting and**

3.14, 6.2.5

**Patents**

3.17

**Payment, Applications for**

4.2.5, 7.3.9, 9.2, 9.3, 9.4, 9.5, 9.6.3, 9.7, 9.8.5, 9.10.1,  
14.2.3, 14.2.4, 14.4.3

**Payment, Certificates for**

4.2.5, 4.2.9, 9.3.3, 9.4, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1,  
9.10.3, 13.7, 14.1.1.3, 14.2.4

**Payment, Failure of**

9.5.1.3, 9.7, 9.10.2, 13.6, 14.1.1.3, 14.2.1.2

**Payment, Final**

4.2.1, 4.2.9, 9.8.2, 9.10, 11.1.2, 11.1.3, 11.4.1, 12.3,  
13.7, 14.2.4, 14.4.3

**Payment Bond, Performance Bond and**

7.3.7.4, 9.6.7, 9.10.3, 11.4

**Payments, Progress**

9.3, 9.6, 9.8.5, 9.10.3, 13.6, 14.2.3, 15.1.3

## **PAYMENTS AND COMPLETION**

### **9**

Init.

Payments to Subcontractors  
 5.4.2, 9.5.1.3, 9.6.2, 9.6.3, 9.6.4, 9.6.7, 14.2.1.2  
 PCB  
 10.3.1  
**Performance Bond and Payment Bond**  
 7.3.7.4, 9.6.7, 9.10.3, 11.4  
**Permits, Fees, Notices and Compliance with Laws**  
 2.2.2, 3.7, 3.13, 7.3.7.4, 10.2.2  
**PERSONS AND PROPERTY, PROTECTION OF**  
**10**  
 Polychlorinated Biphenyl  
 10.3.1  
**Product Data, Definition of**  
**3.12.2**  
**Product Data and Samples, Shop Drawings**  
 3.11, 3.12, 4.2.7  
**Progress and Completion**  
 4.2.2, 8.2, 9.8, 9.9.1, 14.1.4, 15.1.3  
**Progress Payments**  
 9.3, 9.6, 9.8.5, 9.10.3, 13.6, 14.2.3, 15.1.3  
**Project, Definition of**  
**1.1.4**  
 Project Representatives  
 4.2.10  
**Property Insurance**  
 10.2.5, 11.3  
**PROTECTION OF PERSONS AND PROPERTY**  
**10**  
 Regulations and Laws  
 1.5, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 4.1.1, 9.6.4, 9.9.1, 10.2.2, 11.1, 11.4, 13.1, 13.4, 13.5.1, 13.5.2, 13.6, 14, 15.2.8, 15.4  
 Rejection of Work  
 3.5, 4.2.6, 12.2.1  
 Releases and Waivers of Liens  
 9.10.2  
 Representations  
 3.2.1, 3.5, 3.12.6, 6.2.2, 8.2.1, 9.3.3, 9.4.2, 9.5.1, 9.8.2, 9.10.1  
 Representatives  
 2.1.1, 3.1.1, 3.9, 4.1.1, 4.2.1, 4.2.2, 4.2.10, 5.1.1, 5.1.2, 13.2.1  
 Responsibility for Those Performing the Work  
 3.3.2, 3.18, 4.2.3, 5.3, 6.1.3, 6.2, 6.3, 9.5.1, 10  
 Retainage  
 9.3.1, 9.6.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3  
**Review of Contract Documents and Field Conditions by Contractor**  
**3.2, 3.12.7, 6.1.3**  
 Review of Contractor's Submittals by Owner and Architect  
 3.10.1, 3.10.2, 3.11, 3.12, 4.2, 5.2, 6.1.3, 9.2, 9.8.2  
 Review of Shop Drawings, Product Data and Samples by Contractor  
 3.12

**Rights and Remedies**  
 1.1.2, 2.3, 2.4, 3.5, 3.7.4, 3.15.2, 4.2.6, 5.3, 5.4, 6.1, 6.3, 7.3.1, 8.3, 9.5.1, 9.7, 10.2.5, 10.3, 12.2.2, 12.2.4, 13.4, 14, 15.4  
**Royalties, Patents and Copyrights**  
**3.17**  
 Rules and Notices for Arbitration  
 15.4.1  
**Safety of Persons and Property**  
 10.2, 10.4  
**Safety Precautions and Programs**  
 3.3.1, 4.2.2, 4.2.7, 5.3, 10.1, 10.2, 10.4  
**Samples, Definition of**  
**3.12.3**  
**Samples, Shop Drawings, Product Data and**  
 3.11, 3.12, 4.2.7  
**Samples at the Site, Documents and**  
**3.11**  
**Schedule of Values**  
 9.2, 9.3.1  
 Schedules, Construction  
 3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.5.2  
 Separate Contracts and Contractors  
 1.1.4, 3.12.5, 3.14.2, 4.2.4, 4.2.7, 6, 8.3.1, 12.1.2  
**Shop Drawings, Definition of**  
**3.12.1**  
**Shop Drawings, Product Data and Samples**  
 3.11, 3.12, 4.2.7  
**Site, Use of**  
**3.13, 6.1.1, 6.2.1**  
 Site Inspections  
 3.2.2, 3.3.3, 3.7.1, 3.7.4, 4.2, 9.4.2, 9.10.1, 13.5  
 Site Visits, Architect's  
 3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.5  
 Special Inspections and Testing  
 4.2.6, 12.2.1, 13.5  
**Specifications, Definition of**  
**1.1.6**  
**Specifications**  
 1.1.1, 1.1.6, 1.2.2, 1.5, 3.11, 3.12.10, 3.17, 4.2.14  
 Statute of Limitations  
 13.7, 15.4.1.1  
 Stopping the Work  
 2.3, 9.7, 10.3, 14.1  
 Stored Materials  
 6.2.1, 9.3.2, 10.2.1.2, 10.2.4  
**Subcontractor, Definition of**  
**5.1.1**  
**SUBCONTRACTORS**  
**5**  
 Subcontractors, Work by  
 1.2.2, 3.3.2, 3.12.1, 4.2.3, 5.2.3, 5.3, 5.4, 9.3.1.2, 9.6.7  
**Subcontractual Relations**  
 5.3, 5.4, 9.3.1.2, 9.6, 9.10, 10.2.1, 14.1, 14.2.1

Init.

Submittals  
 3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 7.3.7, 9.2, 9.3,  
 9.8, 9.9.1, 9.10.2, 9.10.3, 11.1.3  
 Submittal Schedule  
 3.10.2, 3.12.5, 4.2.7  
**Subrogation, Waivers of**  
 6.1.1, 11.3.7  
**Substantial Completion**  
 4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1, 9.10.3,  
 12.2, 13.7  
**Substantial Completion, Definition of**  
 9.8.1  
 Substitution of Subcontractors  
 5.2.3, 5.2.4  
 Substitution of Architect  
 4.1.3  
 Substitutions of Materials  
 3.4.2, 3.5, 7.3.8  
**Sub-subcontractor, Definition of**  
 5.1.2  
 Subsurface Conditions  
 3.7.4  
**Successors and Assigns**  
 13.2  
**Superintendent**  
 3.9, 10.2.6  
**Supervision and Construction Procedures**  
 1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4,  
 7.1.3, 7.3.7, 8.2, 8.3.1, 9.4.2, 10, 12, 14, 15.1.3  
 Surety  
 5.4.1.2, 9.8.5, 9.10.2, 9.10.3, 14.2.2, 15.2.7  
 Surety, Consent of  
 9.10.2, 9.10.3  
 Surveys  
 2.2.3  
**Suspension by the Owner for Convenience**  
 14.3  
 Suspension of the Work  
 5.4.2, 14.3  
 Suspension or Termination of the Contract  
 5.4.1.1, 14  
**Taxes**  
 3.6, 3.8.2.1, 7.3.7.4  
**Termination by the Contractor**  
 14.1, 15.1.6  
**Termination by the Owner for Cause**  
 5.4.1.1, 14.2, 15.1.6  
**Termination by the Owner for Convenience**  
 14.4  
 Termination of the Architect  
 4.1.3  
 Termination of the Contractor  
 14.2.2  
**TERMINATION OR SUSPENSION OF THE CONTRACT**  
 14

**Tests and Inspections**  
 3.1.3, 3.3.3, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3, 9.9.2,  
 9.10.1, 10.3.2, 11.4.1, 12.2.1, 13.5  
**TIME**  
 8  
**Time, Delays and Extensions of**  
 3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, 8.3, 9.5.1, 9.7,  
 10.3.2, 10.4, 14.3.2, 15.1.5, 15.2.5  
 Time Limits  
 2.1.2, 2.2, 2.4, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2,  
 5.2, 5.3, 5.4, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3,  
 9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 11.1.3, 12.2, 13.5,  
 13.7, 14, 15.1.2, 15.4  
**Time Limits on Claims**  
 3.7.4, 10.2.8, 13.7, 15.1.2  
 Title to Work  
 9.3.2, 9.3.3  
**Transmission of Data in Digital Form**  
 1.6  
**UNCOVERING AND CORRECTION OF WORK**  
 12  
**Uncovering of Work**  
 12.1  
 Unforeseen Conditions, Concealed or Unknown  
 3.7.4, 8.3.1, 10.3  
 Unit Prices  
 7.3.3.2, 7.3.4  
 Use of Documents  
 1.1.1, 1.5, 2.2.5, 3.12.6, 5.3  
**Use of Site**  
 3.13, 6.1.1, 6.2.1  
**Values, Schedule of**  
 9.2, 9.3.1  
 Waiver of Claims by the Architect  
 13.4.2  
 Waiver of Claims by the Contractor  
 9.10.5, 13.4.2, 15.1.6  
 Waiver of Claims by the Owner  
 9.9.3, 9.10.3, 9.10.4, 12.2.2.1, 13.4.2, 14.2.4, 15.1.6  
 Waiver of Consequential Damages  
 14.2.4, 15.1.6  
 Waiver of Liens  
 9.10.2, 9.10.4  
**Waivers of Subrogation**  
 6.1.1, 11.3.7  
**Warranty**  
 3.5, 4.2.9, 9.3.3, 9.8.4, 9.9.1, 9.10.4, 12.2.2, 13.7  
 Weather Delays  
 15.1.5.2  
**Work, Definition of**  
 1.1.3  
 Written Consent  
 1.5.2, 3.4.2, 3.7.4, 3.12.8, 3.14.2, 4.1.2, 9.3.2, 9.8.5,  
 9.9.1, 9.10.2, 9.10.3, 11.4.1, 13.2, 13.4.2, 15.4.4.2  
 Written Interpretations  
 4.2.11, 4.2.12

Init.

Written Notice

2.3, 2.4, 3.3.1, 3.9, 3.12.9, 3.12.10, 5.2.1, 8.2.2, 9.7,  
9.10, 10.2.2, 10.3, 11.1.3, 12.2.2, 12.2.4, 13.3, 14,  
15.4.1

Written Orders

1.1.1, 2.3, 3.9, 7, 8.2.2, 12.1, 12.2, 13.5.2, 14.3.1,  
15.1.2



## ARTICLE 1 GENERAL PROVISIONS

### § 1.1 BASIC DEFINITIONS

#### § 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding requirements.

#### § 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

#### § 1.1.3 THE WORK

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

#### § 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

#### § 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

#### § 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

#### § 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

#### § 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

### § 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them ~~as being necessary to produce the indicated results or from prevailing custom or trade usage as being required to produce the intended result whether or not specifically called for at no additional cost to the Owner.~~

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§ 1.2.1.1 Should any conflict be found in the Contract Documents, the Architect/Engineer shall interpret or construe the Contract Documents so as to secure the most substantial and complete performance of the Work. In other words, the better quality or great quantity of work shall be provided in accordance with the Architect/Engineer's interpretation. The Architect/Engineer's decision in this matter shall be final.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.2.4 Wherever in the Contract Documents the words "as approved", "as directed", "as required", "acceptable", "satisfactory" and words of like import are used with references to the Work or its performance, and without further qualification, it shall mean as approved, as directed, as required by the Architect/Engineer and acceptable, satisfactory, etc. to the Architect/Engineer.

§ 1.2.5 The general character of the detailed work is shown on the Drawings, but minor modifications may be made on the shop drawings or mock-ups. Any details shall be worked out in relation to their location and their connection to other parts of the Work. Where on any drawings a portion of the Work is drawn out and the remainder is indicated in outline, the parts drawn out also apply to all other like portions of the Work. Where details or conditions are indicated but started only, such details or conditions shall be continued throughout the courses or parts in which they occur and shall also apply to all other similar parts in the Work unless otherwise indicated or specifically noted.

### § 1.3 CAPITALIZATION

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or (3) the titles of other documents published by the American Institute of Architects.

### § 1.4 INTERPRETATION

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

Wherever the term "Architect" appears in this Agreement, it shall mean either Architect or Engineer.

### § 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.5.1 The drawings, specifications and other documents, including those in electronic form, prepared by the Architect and the Architect's consultants are Instruments of Service through which the Work to be executed by the Contractor is described. The Contractor may retain one record set. Neither the Contractor nor any Subcontractor, Sub-subcontractor or material or equipment supplier shall own or claim a copyright in the drawings, specifications and other documents prepared by the Architect or the Architect's consultants, and unless otherwise indicated the Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, them, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, in addition to the copyrights. All copies of Instruments of Service, except the Contractor's record set, shall be returned or suitably accounted for to the Architect, on request, upon completion of the Work. The drawings, specifications and other documents prepared by the Architect and the Architect's consultants, and copies thereof furnished to the Contractor, are for use solely with respect to this Project. As such, the City is hereby declared sole-owner of these documents in regards to this Project and will abide by the limitations described in Subparagraph 1.5.1. They are not to be used by the Contractor or any Subcontractor, Sub-subcontractor or material or equipment supplier on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service, are authorized to use and reproduce applicable portions of the drawings, specifications and other documents prepared by the Architect and the Architect's consultants appropriate to and for use in the execution of their Work under the Contract Documents. All copies made under this authorization shall bear the statutory copyright notice, if any, shown on the drawings, specifications and other documents prepared by

the Architect and the Architect's consultants.. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

~~§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.~~

§ 1.5.2. Intentionally Omitted.

**§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM**

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

**ARTICLE 2 OWNER**

**§ 2.1 GENERAL**

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

**§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER**

~~§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.~~

§ 2.2.1. Intentionally Omitted.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities. Unless otherwise specified, the following applies:

a. Water line taps, construction of pits for water taps and meter, and restoration of the area to its original condition shall be performed by the Contractor at its expense. Only new water meters shall be installed by City forces at the expense of project sponsor (i.e. the City or private developer). All the aforementioned shall be coordinated by the Contractor.

b. Sanitary taps and cleanouts shall be done by the Contractor or its Subcontractor at the Contractor's expense. HRSD tap fees will be paid by the Owner.

c. For gas and electrical work and associated meter installations, the Contractor shall be responsible for complete coordination of work with utilities, including provision of all necessary labor, equipment, and materials as required in the Contract Documents as well as payment of all resulting costs to aforesaid Work.

d. For telephone and cables, the Contractor shall be responsible for coordination of telephone trunk lines and cable installation with telephone/television company to the "point of penetration" to the facility, including provision of all necessary labor, equipment, and materials as required in the Contract Documents as well as payment of resulting costs to all aforesaid work.

§ 2.2.3 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the ~~Owner~~ Owner, subject to Subparagraph 3.74, but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.2.3.1 The Contractor shall be responsible for protecting pins, stakes, marks, hubs, and control points. Replacement of damaged or destroyed pins, stakes, marks, hubs or control points shall be conducted under the supervision of a surveyor licensed in the Commonwealth of Virginia, if required by the City, and at the Contractor's expense. The Contractor shall coordinate with the Survey Division of the Department of Public Works (664-4645) prior to resetting of points and shall provide certified documentation to include the reference/recovery sheet with swing ties for new benchmarks.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one ~~copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.(1)~~ CD containing the drawings, specifications, and addendums, in PDF format, free of charge.

### § 2.3 OWNER'S RIGHT TO STOP THE WORK

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

### § 2.4 OWNER'S RIGHT TO CARRY OUT THE WORK

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect or failure. ~~Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect.~~ ~~failure.~~ If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

## ARTICLE 3 CONTRACTOR

### § 3.1 GENERAL

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

### § 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents. Any failure by the Contractor to acquaint himself with such information shall not relieve him from the responsibility for successfully performing the Work.

.1 Dimensions of Work shall not be determined by scale or rule, but figured dimensions shall be used at all times.

.2 The Contractor shall verify all dimensions by measurement at the jobsite, and shall take any and all other measurements necessary to verify the drawings and to properly layout the Work.

.3 The study of the Contract Documents by the Contractor shall be made sufficiently in advance of the actual layout of the work so as to allow the Contract Documents to be interpreted or modified by the Architect.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions issued by the Architect in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, or for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities. Documents unless the Contractor recognized such error, inconsistency, omission or difference and knowingly failed to report it to the Architect.

### § 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means,

methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

#### § 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

a. Substituted Materials. Request for approval of any substituted material and equipment for those specified or shown on the drawings shall be made in writing to the Engineer within 30 days after award of the Contract. If this request is not submitted, the Engineer reserves the right to have the Contractor furnish the material and equipment definitely specified or shown on the plans. The Contractor shall show, in writing, the monetary savings, improvement in quality, time savings, and other factors to be gained from the proposed substitute. Approval of substitute materials and equipment will be at the sole discretion of the Engineer.

b. Or Equal. It is not the intent of these specifications to exclude or omit products or any responsible manufacturer, if said products are equal in every respect to those mentioned herein. Whenever an article, or any class of materials is specified by trade name or byname of any particular patentee, manufacturer or dealer, it shall be taken as intending to mean equal thereto in quality, finish, size, durability and equally as serviceable for the purpose for which it is or they intended. Request for approval of any "equal" material or product for those specified or shown on the drawings shall be made in writing to the Engineer within 30 days after award of the Contract. If this request is not submitted, the Engineer reserves the right to have the Contractor furnish the material and products definitely specified and shown on the plans. The Contractor shall show, in writing, that the material or product being proposed is equal in every respect to that specified and shall provide all necessary supporting documentation requested by the Engineer. The quality shall be determined by the Engineer, and he alone shall be sole judge as to what materials or services will be accepted as equal. No substitution of materials, methods or services specified shall be made without written approval from the Engineer.

c. Materials and Equipment Manufacturer's Recommendation. All materials, equipment or other items specified by trade or manufacturer's name shall be handled, installed, erected or connected in strict conformity with the manufacturer's recommendations and/or specifications. By making requests for substitutions, the Contractor:

1. Represents that the Contractor has personally investigated the proposed substitute product and determined that it is equal or superior in all respects to that specified;

2. Represents that the Contractor will provide the same warranty for the substitution that the Contractor would for that specified;

3. Certifies that the cost data presented is complete and includes all related costs under this Contract except the Architect's redesign costs, and waives all claims for additional costs and time extensions related to the substitution which may subsequently become apparent; and

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4. Will coordinate the installation of the accepted substitute, making such changes as may be required for the Work to be complete in all respects.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

### § 3.5 WARRANTY

The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

### § 3.6 TAXES

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

### § 3.7 PERMITS, FEES, NOTICES AND COMPLIANCE WITH LAWS

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded. The Contractor shall be advised that there is NO permit fee for new construction, additions, etc. for CITY-OWNED BUILDINGS. Before final payment is made on the Project, Contractor shall demonstrate that the necessary inspections, certificates of occupancy, clearance, and/or acceptance from the City, State, Federal, and/or private entities/organizations such as from the City's Building Official, Corps of Engineers, Department of Environmental Quality, etc. have been obtained.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 **Concealed or Unknown Conditions.** If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. Contractor shall not disturb such condition or perform any Work in connection therewith (except as aforesaid) until receipt of written order to do so "except in an emergency as required by Paragraph 10.4.. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. With respect to unforeseen Work that is paid on a Unit Price Basis, any adjustment in quantity and Contract price will be determined by the Architect/Engineer subject to the provisions of Subparagraph 15.1.5.3. Architect/Engineer will review with the Contractor the Architect/Engineer's preliminary determinations on such matters before rendering a written decision thereon (by recommendation of an Application for Payment or

otherwise). If either party disputes the Architect's determination or recommendation, that party may proceed as provided in Article 15.

**§ 3.7.4.1 Possible Price and Times Adjustments.** Contractor shall not be entitled to any adjustment in the Contract Price or Contract Terms if:

a. Contractor knew of the existence of such conditions at the time Contractor made a final commitment to Owner in respect to Contract price and Contract times by the submission of a Bid or becoming bound under a negotiated contract; or

b. The existence of such condition could reasonably have been discovered or revealed as a result of examination, investigation, exploration, test, or study of the Site and contiguous areas required by the bidding requirements or Contract Documents to be conducted by or for Contractor prior to Contractor's making such final commitment; or

c. Contractor failed to give written notice within the time and as required by Subparagraph 3.7.4.

**§ 3.7.4.2 Subsurface and Physical Conditions.** The Contract Documents identify:

a. Those reports of explorations and tests of subsurface conditions at or contiguous to the Site that the Architect/Engineer has used in preparing the Contract Documents.

b. Those drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site that the Architect/Engineer has used in preparing the Contract Documents.

**§ 3.7.4.3 Limited Reliance by Contractor on Technical Data Authorized.** Contractor may rely upon the accuracy of the "technical data" contained in such reports and drawings, but such reports and drawings are not Contract Documents. Such "technical data", if any, shall be identified in Supplementary General Conditions. Contractor may not rely upon or make any claim against Owner, Architect/Engineer, or any of the Architect/Engineer's consultants with respect to:

a. The completeness of such reports and drawings for Contractor's purposes, including, but not limited to, any aspects of the means, methods, techniques, sequences, and procedures of construction to be employed by the Contractor, and safety precautions and programs incident thereto; or

b. Any Contractor interpretation of or conclusion drawing from any "technical data" or any such data, interpretations, opinions, or information.

**§ 3.7.5** If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

**§ 3.8 ALLOWANCES**

**§ 3.8.1** The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

**§ 3.8.2** Unless otherwise provided in the Contract Documents,

- .1 Allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;



- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2. The Contractor shall attach with monthly invoices the original copy of sales invoices/receipts for materials or equipment that are covered under allowances.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness in sufficient time to avoid delay in the Work..

### **§ 3.9 SUPERINTENDENT**

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be similarly confirmed on written request in each case.

1. The superintendent shall not be changed except with the consent of the Owner, unless the superintendent ceases to be in the Contractor's employ.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, and prior to mobilization or proceeding with any work on site, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.9.4 A qualified General Superintendent shall be present on the project site whenever work is being performed, unless otherwise authorized in writing by the Owner. The Contractor shall notify the Owner whenever the superintendent will be absent for four hours or more. This notification shall include the name of the designated substitute. Any substitute shall be familiar with the project and have the same authority of the primary superintendent. Verbal notification is acceptable for periods less than one full workday.

1. The qualified General Superintendent shall remain on site each day throughout all work days whenever contract work is performed through the punch list period and until all punch list items are complete. Lack of supervision shall constitute a reduction in the Contract Amount of General Conditions, Supervision, or other category which solely represents at the General Contractor's work responsibility, in the amount of \$250.00 per day, or any portion of a day, based on the amount indicated.

§ 3.9.5 The superintendent shall serve as a day to day point of contact on the Project for the Owner and shall, as a minimum, have the authority to:

a. Act on behalf of the Contractor;

b. Direct the work of Subcontractors;

c. Respond to directed changes in the schedule;

d. Provide detailed updates to and respond to inquiries from the Owner on the progress of the work;

e. Act upon verbal and written notification of non-conforming work;

f. Respond to any complaints regarding the conduct or actions of any employee of the Contractor or any Subcontractor.

### **§ 3.10 CONTRACTOR'S CONSTRUCTION SCHEDULES**

**§ 3.10.1** The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. At the Pre-Construction Conference, the Contractor shall submit to the Engineer for its timely review a preliminary construction schedule indicating the times (number of days or dates) for starting and completing the various stages of the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

1. The progress schedule shall be in the form of a bar graph and shall identify each major or critical activity. The progress schedule shall be updated monthly. Five (5) copies of the updated progress schedule shall be submitted with each Application for Payment.

**§ 3.10.2** The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

**§ 3.10.3** The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

### **§ 3.11 DOCUMENTS AND SAMPLES AT THE SITE**

The Contractor shall maintain at the site for the Owner one copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and one copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

### **§ 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES**

**§ 3.12.1** Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

1. Reproduction of the Contract Drawings, or any portion thereof, shall not be acceptable.

**§ 3.12.2** Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

**§ 3.12.3** Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

**§ 3.12.4** Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

**§ 3.12.5** The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal

schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

The Contractor, within 15 days from the Notice to Proceed, shall submit to the Engineer for approval, a complete schedule of submittals for shop drawings and technical and/or engineering data sheets covering all items and equipment for this Contract as listed in each respective division. Submit for approval six (6) copies of certified Shop Drawings and technical data sheets plus sufficient copies for Contractor's use. Approval of the above submissions shall not relieve the Contractor from complying with the drawings and specifications, nor shall such approval be construed as a guarantee of the accuracy of dimensions or other covered items. The Engineer shall endeavor to process all drawings, data sheets, etc., within 21 calendar days of receipt unless impractical. Except for construction schedule and schedule of values that need to be turned over directly to the City for review/approval, the Contractor shall forward all other submittals for review/approval to only one clearing house. The City will notify the Contractor during the Pre-Construction Conference where to send these submittals.

1. Unless otherwise directed or specified, samples shall be submitted in duplicate. Samples shall be properly labeled, bearing the name and quality of material, name of the manufacturer, name of Project, name of the Contractor and the date of submission.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, ~~or will do so~~ and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents. All copies of Shop Drawings submitted for approval shall bear the following statement: "Checked and certified correct for conformance with Contract Documents." This statement shall be dated and signed by the Contractor and shall appear on each submittal. One copy of each approved submittal shall be kept at job site at all times.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.

1. The Contractor shall furnish to the field as many prints of the approved Shop Drawings as may be required.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear

such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

### § 3.13 USE OF SITE

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

### § 3.14 CUTTING AND PATCHING

§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor's consent to cutting or otherwise altering the Work.

### § 3.14.3 UNDERGROUND UTILITY DAMAGE PREVENTION ACT

The Contractor shall be required and agrees to comply with all the provisions of the Virginia Underground Utility Damage Prevention Act (Section 56-265.14, et seq. Code of Virginia, 1950, as amended) and hereby agrees to hold the City of Norfolk harmless against any loss, damages or claims of any nature whatsoever arising out of the Contractor's failure to comply with the requirements of said Act.

### § 3.15 CLEANING UP

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials from and about the Project. In addition, immediately after the completion of the Work, or any portion thereof, the Contractor shall restore the facility, street, and surrounding area to a condition as clean as before the Work was begun. The drainage system shall also be inspected and cleaned by the Contractor. If done by the City or its agents, any expense the City may incur will be charged against the Contractor and deducted before Final Payment is made. The Contractor will be required to back fill along the edges of the sidewalks, driveways and curbs where settlement has occurred, and reshape and reslope where directed. Site must be maintained regularly according to State and City regulations, including regular grass cutting. During the progress of the Work, the sidewalks and portions of the streets adjoining the Work, or in its vicinity, must not be obstructed or littered, and the adjacent sidewalks and gutters must be kept clean as directed by the Engineer.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and ~~Owner shall be entitled to reimbursement from~~ the costs thereof shall be charged to the Contractor.

### § 3.16 ACCESS TO WORK

The Contractor shall provide the Owner and Architect access to the Work in preparation and progress wherever located.

### § 3.17 ROYALTIES, PATENTS AND COPYRIGHTS

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but

shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

### § 3.18 INDEMNIFICATION

§ 3.18.1 To the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity ~~that which~~ would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.1.1 The requirements of this Paragraph 3.18 shall be incorporated into the Contractor's insurance policies in a manner approved by the Owner.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

## ARTICLE 4 ARCHITECT

### § 4.1 GENERAL

§ 4.1.1 ~~The Owner shall retain an architect~~ architect is the person lawfully licensed to practice architecture or an entity lawfully practicing architecture ~~in the jurisdiction where the Project is located. That person or entity is identified as the Architect identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The term "Architect" means the Architect or the Architect's authorized representative.~~

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

~~§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.~~

§ 4.1.3. Intentionally Omitted.

### § 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 As the Owner's Project representative, the Consulting Architect/Engineer's duties, responsibilities and limitations of authority shall be presented during the Pre-Construction Conference. The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.1.1 Engineer – An individual or entity having an Agreement with the Owner to furnish services as Owner's independent professional consultant with respect to the Project and who is identified as such in the Agreement.

~~§ 4.2.2 The Architect-Architect, as a representative of the Owner, will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the Contractor's~~

~~operations (1) to become familiar with and to keep the Owner informed about the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that (2) to endeavor to guard the Owner against defects and deficiencies in the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not neither have control over, charge of, or responsibility nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.~~

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

#### § 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and

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assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 4.2.15 PRE-CONSTRUCTION CONFERENCE. Before starting the Work, the Architect/Engineer/Owner will schedule a conference to review the requirements on such matters as Project supervision and on-site inspection, Shop Drawing schedules and submission, progress schedules and reports, payrolls, payments to contractors, contract change orders, insurance, safety, labor provisions and equal opportunity in employment and any other items pertinent to the Project. Present at the conference will be the Architect/Engineer, Owner, Project Representative, the Contractor, and its Superintendent for the project.

## ARTICLE 5 SUBCONTRACTORS

### § 5.1 DEFINITIONS

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

### § 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, ~~as soon as practicable within 15 days~~ after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. ~~If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required objection..~~

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or ~~Architect~~ Architect, upon written notice of such intent, makes reasonable objection to such substitution.

### § 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

### § 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- 1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
- 2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

~~When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.~~

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

~~§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.~~

§ 5.4.3. Intentionally Omitted.

### § 5.5 SUBCONTRACTORS COORDINATION OF WORK

Every subcontractor performing work that affects others shall provide for all requirements of the other trades, notwithstanding the Contractor's responsibility to coordinate the Work. Should the work provided by unsuitable for the application of work by any other subcontractor, the subcontractor shall notify the Contractor and the Engineer in writing immediately. The Contractor is required to forward a copy of correspondence from his subcontractors providing notice of unsuitable work.

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## ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

### § 6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. ~~If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15.~~  
subrogation..

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12.

### § 6.2 MUTUAL RESPONSIBILITY

§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

### § 6.3 OWNER'S RIGHT TO CLEAN UP

If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

## ARTICLE 7 CHANGES IN THE WORK

### § 7.1 GENERAL

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement ~~among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or between the Owner and Contractor; a Construction Change Directive~~ may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.1.4 Modifications shall be in compliance with the Code of the City of Norfolk, Virginia, Chapter 33.1.

### § 7.2 CHANGE ORDERS

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

### § 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon; Where the Contract Documents provide that all or part of the Work is to be Unit Price Work, initially the Contract Price will be deemed to include for all Unit Price Work an amount equal to the sum of the unit price for each separately identified item of Unit Price Work times the estimated quantity of each item as indicated in the Agreement. The estimated quantities of items of Unit Price work are not guaranteed and are solely for the purpose of comparison of Bids and determining an initial Contract Price. Determinations of the actual quantities and classifications of Unit Price Work performed by Contractor will be made by Architect/Engineer's recommendation to the City as follows;

Architect/Engineer will review with Contractor the Architect/Engineer's preliminary determinations on such matters before rendering a written recommendation thereon (by endorsement of an Application for Payment or otherwise). City's written decision thereon (by approval of Application for Payment or otherwise) will be final and binding (except as modified by Architect/Engineer to reflect changed factual conditions or more accurate data) upon Contractor, subject to the provisions of Paragraph 7.3.4.

Each unit price will be deemed to include an amount considered by Contractor to be adequate to cover Contractor's overhead and profit for each separately identified item.

- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably ~~adjusted~~ adjusted provided that there is no corresponding adjustment with respect to any other item of Work.

§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

- .1 Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
- .2 Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 ~~Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and~~ Overhead and profit costs, except where such costs have been determined by means of Paragraph 7.3.3.2 above, wherein such costs are included in the unit prices, shall be determined as follows:

Fifteen percent (15%) of the costs determined above shall be paid for overhead and profit of the Contractor or subcontractor(s) actually performing the work, including, but not limited to, field and home office expense, superintendent, taxes, subsistence expenses of any nature, premiums on bonds, insurance, and all other costs and expenses as determined by the City.

In the event the work is performed by a subcontractor or subcontractors, the Contractor shall be paid ten percent (10%) of the total costs determined above, excluding the subcontractor's or subcontractors' overhead and profit, to cover and compensate the Contractor for its overhead and profit;

- .5 ~~Additional costs of supervision and field office personnel directly attributable to the change.~~ Intentionally Omitted.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the ~~Architect~~ Architect plus overhead and profit to actual net cost. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may not request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15. Contractor may only include the amounts of fully executed Change Orders in the Applications for Payment.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

#### § 7.4 MINOR CHANGES IN THE WORK

The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

### ARTICLE 8 TIME

#### § 8.1 DEFINITIONS

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

#### § 8.2 PROGRESS AND COMPLETION

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

#### § 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the ~~Owner pending mediation and arbitration;~~ Owner; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

## ARTICLE 9 PAYMENTS AND COMPLETION

### § 9.1 CONTRACT SUM

The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

### § 9.2 SCHEDULE OF VALUES

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

### § 9.3 APPLICATIONS FOR PAYMENT

Based upon Applications for Payment submitted to the Engineer by the Contractor and certificates for payment issued by the Engineer, the City shall make monthly progress payments on account of the Contract Sum to the Contractor as provided in these General Conditions of the Contract for Construction as follows:

The City will endeavor to pay the Contractor, on or about the thirtieth (30<sup>th</sup>) calendar day after receipt of Request for Payment, ninety-five (95%) percent of the portion of the Contract Sum properly allocated to labor, materials and equipment incorporated in the work and ninety-five (95%) percent of the portion of the Contract Sum properly allocated to materials and equipment suitably stored at the site or at some other location agreed upon in writing by the parties, less the aggregate of previous payments in each case; provided however, the City, at any time after fifty (50%) percent of the work has been completed, if it finds that satisfactory progress is being made, may in its sole discretion make any of the remaining partial payments in full. Also, upon Substantial Completion of the work, the City may increase total payment to one hundred (100%) percent of the Contract sum, less such retainage as the Engineer shall determine for incomplete work and unsettled claims. But such full payment or payments shall in no manner be construed as reducing the amount of the bond or the liability of the Surety thereon, until Final Completion and acceptance of all lines of work herein set forth. Final Payment shall be made upon completion of all work and acceptance by the Engineer in accordance with the General Conditions.

The action of the Engineer by which the Contractor is to be bound according to the terms of this Contract shall be evidenced by his final estimate and certificate, all prior estimates upon which ninety-five (95%) percent or more may be made, being merely payments on account, and not payments for accepted work, and subject to the corrections of such final estimate, which may be made without notice to the Contractor thereof, or of the measurements upon which the same is based.

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. Such application shall be ~~notarized, if required,~~ certified by an officer of the firm and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may not include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, ~~or by interim determinations of the Architect,~~ but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such

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materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

#### § 9.4 CERTIFICATES FOR PAYMENT

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

#### § 9.5 DECISIONS TO WITHHOLD CERTIFICATION

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a separate contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay;
- or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.
- .8 failure to comply with obligations under the Contract.

§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld. The City reserves the right to determine payment made.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

## § 9.6 PROGRESS PAYMENTS

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner is obligated to take one of the two following actions within seven (7) days after receipt of amounts paid to the Contractor by the Owner for work performed by any subcontractor under this Agreement:

a. Pay the subcontractor for the proportionate share of the total payment received from the Owner attributable to the work performed by the subcontractor under this Agreement; or

b. Notify the Owner and the subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

The Contractor is obligated to pay interest to the subcontractor on all amounts owed by the Contractor to the subcontractor that remain unpaid after seven (7) days following receipt by the Contractor of payment from the Owner for work performed by the subcontractor under this Agreement. Unless otherwise provided under the terms of this Agreement, interest shall accrue at the rate of one percent (1%) per month.

The Contractor shall include in each of its subcontracts, if any are permitted, a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.

The Contractor's obligation to pay an interest charge to a subcontractor pursuant to this section may not be construed to be an obligation of the City. A contract modification or Amendment to the Agreement may not be made for the purpose of providing reimbursement for such interest charge. A cost reimbursement claim may not include any amount for reimbursement for such interest charge.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor. A Subcontractor inquiry for progress payment and other information shall be directed to the City Attorney's office under the Freedom of Information Act..

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or see to the payment of money to a Subcontractor, except as may otherwise be required by law.

§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by

the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

#### § 9.7 FAILURE OF PAYMENT

~~If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shut-down, delay and start-up, plus interest as provided for in the Contract Documents.~~ Intentionally Omitted.

#### § 9.8 SUBSTANTIAL COMPLETION

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

#### § 9.9 PARTIAL OCCUPANCY OR USE

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.



§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

#### § 9.10 FINAL COMPLETION AND FINAL PAYMENT

§ 9.10.1 Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. The Contractor shall submit a Contractor's release from liens, claims, security interests or encumbrances along with final invoice. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents; or
- .3 terms of special warranties required by the Contract Documents.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

## ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

### § 10.1 SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

### § 10.2 SAFETY OF PERSONS AND PROPERTY

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction. The Contractor shall provide temporary fences, barricades, coverings, or other protection to preserve existing items indicated to remain and to prevent injury or damage to persons or property.

This includes providing protection of the Work, materials, appliances and fixtures against weather, rain, wind, storms, freezing or heat. At the end of the day's work, work likely to be damaged shall be properly protected. For work on existing buildings, the Contractor shall accomplish the work in such a manner that the remainder of the building, and its contents and inhabitants, are fully protected from any weather damage.

The Contractor shall be responsible for ensuring that adequate measures are taken to secure materials and equipment during the progress of the Work to prevent storm-related hazards. It is, therefore, essential that the Contractor take necessary precautions to ensure that openings in the building are monitored carefully. The Contractor shall take immediate actions required to seal of such openings when rain or other detrimental weather is imminent, and at the end of each workday; and ensure that the openings are completely sealed off to protect materials and equipment in the building from damage.

The provisions of this subparagraph take precedence over any similar provisions contained in the technical specifications.

§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

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§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

#### § 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

#### § 10.3 HAZARDOUS MATERIALS

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.2 Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. ~~If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection.~~ Owner. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written ~~agreement of the Owner~~ direction by the City and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased in the amount of the Contractor's reasonable additional costs of shut-down, delay and start-up.

~~§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.~~

#### § 10.3.3. Intentionally Omitted.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site ~~unless such materials or substances are required by the Contract Documents.~~ site. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

## § 10.4 EMERGENCIES

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

§ 10.4.1 EMERGENCY CONDITIONS. The issuance of a Declaration of Emergency conditions by any authorized government official may result in the suspension of the Work under the Contract and/or the ordering by the City of additional work. The Contractor shall make available to the City, during the time of the declared emergency, labor and equipment for such services under the terms and conditions of the Contract. Labor and equipment rates shall not exceed FEMA reimbursable rates for the Hampton Roads area. Failure to comply with such emergency directives may result in termination of the Contract by reason of non-compliance.

## ARTICLE 11 INSURANCE AND BONDS

### § 11.1 CONTRACTOR'S LIABILITY INSURANCE

See Subparagraphs 3.18.1 and 10.3.1

§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- .1 Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
- .2 Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
- .3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
- .4 Claims for damages insured by usual personal injury liability coverage;
- .5 Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- .6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- .7 Claims for bodily injury or property damage arising out of completed operations; and
- .8 Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18.

§ 11.1.2 ~~The insurance required by Section 11.1.1 shall be written for not less than limits of liability. All liability policies shall be written in an occurrence form unless otherwise specifically approved by the City.~~

The Contractor shall secure and maintain in force insurance, including malicious mischief and vandalism, with minimum acceptable amounts described below, naming the City as additional insured during the life of the Contract:

.1	Worker's Compensation	Statutory
	Employer's Liability	\$200,000 per accident injury
.2	Commercial General Liability	Combined single limit \$3,000,000 or
		\$2,000,000 per occurrence
		\$3,000,000 aggregate
		\$3,000,000 products & completed
		Operations

The Commercial General Liability Insurance required above shall include the following extensions of coverage:

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- (1) The coverage shall be provided under a Comprehensive form of policy or similar thereto.
- (2) X.C.U. Coverage – If the Contract requires any work procedures involving blasting, excavating, tunneling or other underground work, the liability coverage shall include Standard Blasting or Explosion Coverage, Standard Collapse Coverage and Standard Underground Coverage, commonly referred to as XCU liability coverage with limits of \$500,000 per occurrence and \$1,000,000 aggregate.
- (3) Broad Form Property Damage Endorsement.
- (4) Contractual Liability coverage shall be included.
- (5) Protective Liability coverage shall be included to protect the Contractor against claims arising out of operations performed by its Subcontractors.
- (6) Products Liability and/or Completed Operations coverage shall be included.

.3 Comprehensive Automobile Liability including owned, non-owned and hired vehicles:

Combined Single limit each accident	\$2,000,000
Bodily Injured	\$1,000,000 per person
	\$2,000,000 per occurrence
	\$2,000,000 aggregate
Property Damage	\$500,000 per occurrence

.4 Environmental Impairment Liability Insurance. If applicable, as determined by the City, the Contractor shall procure and maintain during the life of the Contract Environmental Impairment Liability Insurance, which shall protect against all claims and costs including, but not limited to, bodily injury or property damage claims (including clean-up costs) caused by pollution conditions, as herein defined, arising from the contracted work. Pollution conditions means the discharge, dispersal, release or escape of smoke vapor, soot, fumes, acids, alkalis, toxic chemicals, liquids, gases, waste materials or other irritants, contaminants, or pollutants into or upon land, the atmosphere or any watercourse or body of water, which results in bodily injury or property damage. The policy limits will be determined by the City and specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or as prescribed by City, State or Federal law/regulations. Coverages, written on a claims-made basis, shall be maintained without interruption from the date of commencement of the Work until at least one year following the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor's completed operations coverage, until the expiration of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents.

§ 11.1.3 All insurance policies required hereunder shall contain an express provision therein, or endorsement attached thereto, worded substantially as follows:

"This is not to be cancelled or become subject to reduction of coverage prior to thirty days after the insured has received written notice mailed to the address noted hereinbefore, as evidenced by return receipt of registered letter."

All insurance certificates and/or policies shall designate the City of Norfolk, its employees, and its agents as "additional insured" regarding the contracted Work.

Certificates of Insurance issued by companies licensed within the Commonwealth of Virginia shall provide the designed insurance.

Contractor shall notify the City in writing within 10 days after receiving notice of any cancellation or reduction in coverage.

Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies

will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

~~§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations.~~ **SUBCONTRACTOR'S INSURANCE.** The Contractor shall require all subcontractors to secure and maintain in force containing the same coverage and amounts as described in Subparagraph 11.1.2.

#### § 11.2 OWNER'S LIABILITY INSURANCE

The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance.,  
Intentionally Omitted.

#### § 11.3 PROPERTY INSURANCE

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered, whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project. Until the work is completed and accepted by the City, the Contractor shall purchase and maintain a Builder's Risk or property insurance as is appropriate upon the entire work at the Site to the full insurable value thereof.

~~§ 11.3.1.1 Property insurance shall be on an "all risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.~~

~~§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.~~

~~§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles.~~

~~§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.~~

~~§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or~~

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companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.1.1. Intentionally Omitted.

§ 11.3.1.2. Intentionally Omitted.

§ 11.3.1.3. Intentionally Omitted.

§ 11.3.1.4. Intentionally Omitted.

§ 11.3.1.5. Intentionally Omitted.

### **§ 11.3.2 BOILER AND MACHINERY INSURANCE**

~~The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work, and the Owner and Contractor shall be named insureds.~~ Intentionally Omitted.

### **§ 11.3.3 LOSS OF USE INSURANCE**

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused.

**§ 11.3.4** If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

**§ 11.3.5** If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

**§ 11.3.6** Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

### **§ 11.3.7 WAIVERS OF SUBROGATION**

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceeds of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account proceeds so received, which the Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

#### § 11.4 PERFORMANCE BOND AND PAYMENT BOND

§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished. A Performance Bond and Payment Bond Rider is required for all Change Orders that are in the amount of \$100,000 or greater; or, if the aggregate total of multiple Change Orders is equal to or greater than \$100,000.

### ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

#### § 12.1 UNCOVERING OF WORK

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

#### § 12.2 CORRECTION OF WORK

##### § 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

##### § 12.2.2 AFTER SUBSTANTIAL COMPLETION

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties

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established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

~~§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.~~

§ 12.2.2.3. Intentionally Omitted.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

### § 12.3 ACCEPTANCE OF NONCONFORMING WORK

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

## ARTICLE 13 MISCELLANEOUS PROVISIONS

### § 13.1 GOVERNING LAW

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

### § 13.2 SUCCESSORS AND ASSIGNS

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

### § 13.3 WRITTEN NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.

### § 13.4 RIGHTS AND REMEDIES

§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.

### § 13.5 TESTS AND INSPECTIONS

§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner's expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure including those of repeated procedures and compensation for the Architect's services and expenses shall be at the Contractor's expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

### § 13.6 INTEREST

~~Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.~~ Intentionally Omitted.

### § 13.7 TIME LIMITS ON CLAIMS

The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law,

but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

## ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

### § 14.1 TERMINATION BY THE CONTRACTOR

~~§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:~~

- ~~.1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;~~
- ~~.2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;~~
- ~~.3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or~~
- ~~.4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor's request, reasonable evidence as required by Section 2.2.1.~~

~~§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365 day period, whichever is less.~~

~~§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.~~

~~§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.~~

#### § 14.1.1: Intentionally Omitted

- .1 ;
- .2 ;
- .3 ;
- .4 .

#### § 14.1.2. Intentionally Omitted.

#### § 14.1.3. Intentionally Omitted

#### § 14.1.4. Intentionally Omitted

### § 14.2 TERMINATION BY THE OWNER FOR CAUSE

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

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§ 14.2.2 When any of the above reasons exist, the Owner, ~~upon certification by the Initial Decision Maker that sufficient cause exists to justify such action,~~ may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

#### § 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

#### § 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not ~~executed~~ executed and costs incurred from this termination.

### ARTICLE 15 CLAIMS AND DISPUTES

#### § 15.1 CLAIMS

##### § 15.1.1 DEFINITION

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

### § 15.1.2 NOTICE OF CLAIMS

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

### § 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

### § 15.1.4 CLAIMS FOR ADDITIONAL COST

If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

### § 15.1.5 CLAIMS FOR ADDITIONAL TIME

§ 15.1.5.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction.

### § 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

### § 15.2 INITIAL DECISION

§ 15.2.1 Decision of Owner. Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial ~~decision-evaluation and recommendation~~. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, ~~an initial decision-a final decision by the Owner~~ shall be required as a condition precedent to ~~mediation of any Claim-litigation of all Claims between the Contractor and Owner~~ arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the ~~Initial Decision Maker Architect~~ with no decision having been ~~rendered-rendered by the Owner~~. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not ~~decide-evaluate~~ disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The ~~Initial Decision Maker-Architect~~ will review Claims and within ten days of the receipt of ~~a-the~~ Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) ~~reject-recommend rejection of~~ the Claim in whole or in part, (3) ~~approve-recommend approval of~~ the Claim, (4) ~~suggest-recommend~~ a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to

evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will ~~either reject or approve~~ recommend ~~either rejection or approval of~~ the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will ~~render an initial decision~~ recommend approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The ~~initial Owner's~~ decision shall be final and binding on the parties ~~but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution subject to mediation or arbitration.~~

~~§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.~~

~~§ 15.2.6.1 Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.~~

#### § 15.2.6. Intentionally Omitted

##### § 15.2.6.1.. Intentionally Omitted.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

#### § 15.3 MEDIATION

~~§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.~~

~~§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.~~

~~§ 15.3.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.~~

~~§ 15.3.1. Intentionally Omitted.~~

~~§ 15.3.2... Intentionally Omitted.~~

~~§ 15.3.3... Intentionally Omitted.~~

#### **§ 15.4 ARBITRATION**

~~§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.~~

~~§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.~~

~~§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.~~

~~§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.~~

~~§ 15.4.1... Intentionally Omitted.~~

~~§ 15.4.1.1... Intentionally Omitted.~~

~~§ 15.4.2. Intentionally Omitted.~~

~~§ 15.4.3. Intentionally Omitted.~~

#### **§ 15.4.4 CONSOLIDATION OR JOINDER**

~~§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).~~

~~§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.~~

~~§ 15.4.4.1. Intentionally Omitted.~~

~~§ 15.4.4.2.. Intentionally Omitted.~~

~~§ 15.4.4.3. Intentionally Omitted.~~

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## **PART II**

### **1. SCHEDULES AND REPORTS**

Contractor shall submit for approval the following items in four (4) copies prior to commencing the Work:

a. A complete, detailed construction progress schedule in weekly increments, showing anticipated start and completion of all sections of the Work. Also, see sections 3.10 and 3.10.1

b. A complete list of Subcontractors

c. A breakdown of the Project contract price for use in processing monthly requisitions.

d. A projection of contract's monthly cash flow requirements for the duration of the Project.

e. The above requirements may be waived for small projects at the discretion of the Engineer.

### **2. MINORITY PARTICIPATION**

The Contractor shall notify the City in writing of the names of any minority and disadvantaged business subcontractors to be used on the Project, including the estimated dollar amount of such subcontract and the minority classification of such subcontractors. A minority and disadvantaged business is one that is at least 51% owned by an Asian American, Black, Hispanic, and American Indian, Eskimo, Aleut, or Female.

### **3. EROSION & SEDIMENT CONTROL**

On construction projects that are required by the City's Erosion & Sediment Control ordinance (City Code Chapter 15) to have an approved erosion and sediment control plan, the Contractor shall be required to implement the approved plan and comply with all conditions of the plan. A copy of the approved plan and the Virginia Erosion and Sediment Control Handbook. (Third Edition, 1992) shall be kept at the City. If the Contractor determines that the approved plan cannot be effectively carried out, the Contractor shall be responsible for notifying the plan approving authority and requesting a plan amendment as provided for in the Virginia Erosion and Sediment Control Law (Code of Virginia Title 10.1, Chapter 5, Article 4, Section 10.1-563C).

### **4. RIGHT TO AUDIT**

For cost-reimbursement contracts, change orders issued for fixed priced contracts or other contracts in excess of \$30,000, which include the provisions of services, the Contractor shall retain all books, records and other documents relative to this Contract for five (5) years after final payment or until audited by the Office of the City Auditors shall have full access to and the right to examine and duplicate any of said materials during said period.

~~§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement.~~



**TECHNICAL SPECIFICATIONS**  
**PLANS FOR DREDGING**  
**PRETTY LAKE**  
**ANCILLARY CHANNELS**  
**NORFOLK, VIRGINIA**

06/16

**TABLE OF CONTENTS**

**SECTION**      **TITLE**

**DIVISION 1 - GENERAL REQUIREMENTS**

00102 List of Drawings  
01005 Special Work Requirements and Restrictions  
01025 Measurement and Payment  
01355 Environmental Protection

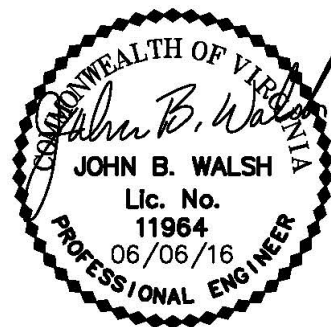
**DIVISION 2 - SITE WORK**

02325 Dredging

**DIVISIONS 3 THRU 16**

These Divisions not used.

**APPENDIX A - ENVIRONMENTAL PERMITS**



## SECTION 00102

### LIST OF DRAWINGS

#### CONTRACT DRAWINGS

The drawings below are included as a part to this Solicitation and are titled “Plans for Dredging – Pretty Lake Ancillary Channels, Norfolk, Virginia.”

<u>SHEET NO.</u>	<u>SHEET TITLE</u>	<u>DATE</u>
1	Cover Sheet	June, 2016
2-7	Plans for Dredging – Plan View	June, 2016
8	Staging Area – 3 <sup>rd</sup> Bay Street, E & S Control and General Notes	June, 2016

\*\*\* End of Section \*\*\*

## SECTION 01005

### SPECIAL WORK REQUIREMENTS AND RESTRICTIONS

#### 1 GENERAL

##### 1.1 Special Work Requirements

The work consists of maintenance dredging of the Pretty Lake Ancillary Channels to improve the marked recreational navigation channels to the depths and widths indicated on Drawing No. 4848-05-58-01 with a date of June 6, 2016 and referenced as:

Plans for Dredging  
Pretty Lake  
Ancillary Channels

The Contractor shall perform the scheduled work with a mechanical dredge. The Contractor shall have the public portion of 3<sup>rd</sup> Bay Street available for the transfer of the dredged material. The Contractor shall dispose of all excavated material at his expense in an approved upland facility (to be selected by the Contractor.) The City of Norfolk has obtained all necessary environmental permits for the dredging and copies of the permits are attached as an Appendix to these specifications.

##### 1.2 Final Completion (Dredging)

The work will have reached Final Completion upon the complete removal of all shoals, lumps or other lack of contract depth (unless waived in accordance with paragraph 8 below) and a final after dredging survey is completed and accepted by the Engineer and the Owner.

##### 1.3 Noise Control and Abatement

The Contractor shall employ the use of properly installed and maintained mufflers, silencers, and manufacturer's recommended sound suppressors on all plant, machinery, and equipment used on this work. The use of sound signals such as whistles, horns, or bells shall not be used if two-way radio communication can accomplish the required function. The Contractor shall not use sound signals, with the exception of those signals required for vessel operations by the U.S. Coast Guard, during the time between sunset and sunrise.

#### 2 PHYSICAL DATA

##### 2.1 Physical Conditions Information

The physical conditions indicated on the drawings and in the specifications are the result of site investigations and surveys. Information and data furnished or referred to below is furnished for the Contractor's information; however, it shall be expressly understood that the Owner will not be responsible for any interpretation or conclusion drawn from this information or data by the Contractor. Conditions are relative to the dates shown on the drawings. The Contractor is responsible for familiarizing himself with the site prior to bid submittal.

## 2.2 Weather Conditions Information

Complete weather forecasts, records and reports may be obtained from the National Weather Service in Wakefield, Virginia, telephone (757) 899-4200. The Contractor shall utilize the menu selection service or operator assisted as applicable. The Contractor shall satisfy himself as to the hazards likely to arise from the weather conditions during the dredging period.

## 2.3 Weather/Physical Conditions

The location of the work is tidal and protected from most storms. The approximate mean range of tide at the site is noted on the contract drawings. Tidal currents are not of sufficient velocity to interfere with dredging operations.

## 2.4 Condition of Dredging Area

The drawings show the condition of the dredging area at the time of the most recent survey. Structures were located based on a combination of field surveys and aerial photography. Piers, bulkheads, or other structures may not show up on the plans or may have been constructed since the time of the survey. The plans are for maintenance dredging and have included buffers from structures and sensitive environments and habitat. The Contractor shall be familiar with the site and inform the Owner of any conditions in which the dredging or dredging process may adversely impact public or private property prior to initiating work. The Contractor shall be responsible for damages to private and public property resulting from construction practices (including the dredging, transport and disposal of dredged material. The shoaling condition of the dredging areas will be verified by a survey made immediately before dredging.

## 2.5 Obstruction of Channel

The Owner will not undertake to keep the area of channels free from vessels or other obstructions, except to the extent of such regulations, if any, as may be prescribed by the Secretary of the Army, in accordance with the provisions of Section 7 of the River and Harbor Act, approved 3 August 1917. The Contractor will be required to conduct the work in such manner as to obstruct navigation as little as possible, and in case the Contractor's plant so obstructs the channel as to make difficult or endanger the passage of vessels, said plant shall be promptly moved on the approach of any vessel to such and extent as may be necessary to afford a practicable passage. Upon the completion of the work, the Contractor shall promptly remove his plant, including ranges, buoys, piles, and other marks placed by him under this contract in navigable water or on shore.

## 2.6 Responsibility

The Contractor shall hold and save harmless the Owner, its officers, and employees from all claims that may arise as a result of the Contractor's negligence in connection with the work performed under the contract, or from noncompliance by the Contractor with the provisions of the contract drawings and specifications, or from noncompliance by the Contractor with the instructions of the Owner.

## 2.7 Oyster Grounds

Oyster grounds are located along the north shore of Pretty Lake in the vicinity of 17<sup>th</sup> Bay Street. Contractor shall take every precaution to avoid any impact to this site.

### 3 LAYOUT OF WORK AND SURVEYS

#### 3.1 General

The Contractor shall be responsible for the layout of all work and have all markings placed in the field, marked by a licensed Professional Engineer or Surveyor currently licensed in the Commonwealth of Virginia. The markings shall be placed in the immediate work areas only and shall be removed once a work area has been accepted. The Engineer will establish the tide staff gauge within vicinity of the work area. As applicable, the Engineer will furnish within 10 calendar days of receipt of a request by the Contractor, the corner point coordinates for each contract dredging area or acceptance section, and the coordinates and monument descriptions for the existing horizontal control within vicinity of the work areas. The Owner shall provide the Point of Contact for the survey control. The Contractor shall be responsible for using this information to dredge within the areas and prisms as shown. The Contractor shall establish and maintain at his own expense all markings of the dredging and placement areas and shall remove same upon completion of the work. The contract completion time will not be extended due to failure of the Contractor to adequately establish and maintain his markings of the work areas.

#### 3.2 Electronic Survey and Positioning Systems

When the Contractor utilizes electronic survey and positioning systems to perform dredging and dredged material placement operations, the systems utilized and all work accomplished with the use of the systems shall be approved by the Engineer.

#### 3.3 Before Dredging Survey

The Contractor shall give the Engineer adequate advance notice of the commencement of dredging at each work area or acceptance section to assure the timely completion of before dredging surveys and establishment of the tide gauges. The Owner shall provide the before dredging survey. The Contractor shall furnish written notice at least 10 calendar days prior to arrival of the dredge plant at the first work area or acceptance section, and shall furnish written notice at least 5 work days in advance of need for subsequent before dredging surveys. It is understood that the surveys made in response to notice by the Contractor will constitute the before dredging survey and that any subsequent surveys occasioned through Contractor delays will be charged against the Contractor at a rate of \$3,750.00 per day. The Owner will not be responsible for any delays in the commencement of work caused by incomplete surveys if the Contractor fails to provide adequate advance notice.

#### 3.4 Datum and Benchmarks

The plane of reference shall be mean low water (MLW), National Tidal Datum Epoch (NTDE) 1983-2001 as determined by the National Ocean Service (NOS). The following listed benchmark shall be used by the Contractor for this project:

The BENCH MARK is a City of Norfolk Brass Disk "GPS075" located at the southwest corner of Pretty Lake Avenue and 13<sup>th</sup> Bay Street, ELEVATION = +4.32 feet above MLW ('83-'01).

## 5 INSPECTION

### 5.1 General

The presence of the Owner's construction representative shall not relieve the Contractor of responsibility for the proper execution of the work in accordance with the specifications. The Contractor will be required:

To furnish, on the request of the Owner or any construction representative, the use of such boats, boatmen, laborers, and material forming a part of the ordinary and usual equipment and crew of the dredging plant as may be reasonably necessary in inspecting and supervising the work. However, the Contractor will not be required to furnish such facilities for the surveys, prescribed in paragraph entitled "FINAL EXAMINATION AND ACCEPTANCE" of this Section.

To furnish, on the request of the Owner or any construction representative, suitable transportation from all points on shore designated by the Owner to and from the various pieces of plant, and to and from the transfer area and the dredged material placement site. Should the Contractor refuse, neglect, or delay compliance with these requirements, the specific facilities may be furnished and maintained by the Owner, and any resultant cost incurred by the Owner will be deducted from any amounts due or to become due the Contractor.

### 5.2 Work Restrictions

Except as otherwise indicated herein, dredging may be performed during daylight hours 7:00 am to 700 pm, Monday through Friday.

Weekend Hours: 7:00 am to 7:00 pm. Work scheduled on the weekends must be approved in advance by the Owner. Contractor shall provide 24-hour written notice to the Owner prior to scheduling weekend work.

Holiday Hours: Work scheduled on Norfolk City Holidays must be approved in advance by the Owner. Contractor shall provide 72 hour written notice to the Owner prior to scheduling work on Holidays. A list of Norfolk City Holidays is available upon request.

## 6 CONTINUITY OF WORK

Payment will not be made for work done in any area designated by the Owner until the full depth required under the contract is secured in the whole of such areas, nor will payment be made for excavation in any area not adjacent to and in prolongation of areas where full depth has been secured except by decision of the Owner. Should any such nonadjacent area be excavated to full depth during the operations carried on under the contract, payment for all work therein may be deferred until the required depth has been made in the area intervening.

## 7 SHOALING

### 7.1 Shoaling Prior to Dredging

The drawings and quantity estimates are based on the condition of the channel at the time of the most recent surveys; however, the actual quantities to be dredged will be computed from surveys made immediately before dredging. Any shoaling that has developed, subsequent to the surveys indicated on the drawings and contiguous to the areas indicated to be dredged under this contract, shall be removed by the Contractor at the contract unit price for dredging, including any applicable unit price adjustments if so directed by the Owner.

### 7.2 Shoaling Subsequent to Dredging

If shoaling occurs before the contract is completed in any section previously accepted, including shoaling in the finished basin, because of the natural lowering of the side slopes, re-dredging at contract price, including any applicable unit price adjustments, within the limit of available funds, may be done if agreeable to both the Contractor and the Owner.

## 8 FINAL EXAMINATION AND ACCEPTANCE

As soon as practicable after the completion of the entire work or any portion of the work which in the opinion of the Owner will not be subject to damage by further operations under the contract, such work will be thoroughly examined at the cost and expense of the Owner by soundings. Should any shoals, lumps, or other lack of contract depth be disclosed by this examination, the Contractor will be required to remove same by dredging at the contract rate for dredging, but if the bottom is soft and the shoal areas are small and form no material obstruction to navigation, the removal of such shoal may be waived at the discretion of the Owner.

The Contractor shall provide adequate advance notice to the Owner of the completion of dredging of each acceptance section to insure prompt performance of the after dredging acceptance surveys. The Contractor shall provide the notice in writing at least 10 calendar days in advance of anticipated completion of each section of work. If the Contractor fails to provide this advance notice, the Owner will not be responsible for any delays caused by incomplete surveys. The Contractor will be notified when soundings are to be made, and may accompany the survey party. When the area is found to be in satisfactory condition, it will be accepted. Should more than one sounding operation by the Owner over an area be necessary by reason of work for the removal of shoals disclosed at a prior sounding, the cost of such third and any subsequent sounding operations will be charged against the Contractor at the rate of \$3,750.00 per day for each day in which the Engineer is engaged in sounding or is in route to or from the site or held at or near the said site for such operations. Final acceptance of the whole or a part of the work and the deductions or corrections of deductions made thereon will not be reopened after having once been made, except on evidence of collusion, fraud, or obvious error, and the acceptance of a completed section shall not change the time of payment of the retained percentages of the whole or any part of the work. Progress surveys or additional surveys required for final project acceptance shall be provided and paid for by the Contractor.

## 9 SIGNAL LIGHTS

The Contractor shall display signal lights and conduct his operations in accordance with the General Regulations of the Department of the Army and of the Coast Guard governing lights and day signals to be displayed by towing vessels with tows on which no signals can be displayed, vessels working on wrecks, dredges, and vessels engaged in laying cables or pipe or in submarine or bank protection operations, lights to be displayed on dredge pipe lines, and day signals to be displayed by vessels of more than 65-feet in length moored or anchored in a fairway or channel, and the passing by other vessels of floating plant working in navigable channels, as approved by the Secretary of the Army and the Commandant, U. S. Coast Guard.

## 10 BRIDGE-TO-BRIDGE RADIO COMMUNICATION

In order that radio communication may be made with passing vessels, all dredges engaged in work under this contract shall be equipped with bridge-to-bridge radiotelephone equipment. The radiotelephone equipment shall operate on a single channel very high frequency (VHF), FM, on a frequency of 156.65 MC per second with low power output having a communication range of approximately ten miles. The Federal Communications Commission has approved the frequency.

## 11 NOTIFICATION OF COAST GUARD

Prior to commencement of work on this contract, the Contractor shall notify the Commander, Fifth Coast Guard District of his intended operations to dredge and request that it be published in the Local Notice to Mariners. This notification must be given in sufficient time so that it appears in the Notice to Mariners at least 5 workdays prior to the commencement of this dredging operation.

### 11.1 Local Notice To Mariners

The Local Notice to Mariners (LNM) is available from the Coast Guard at (757) 483-8567 and on their Internet Site at: [www.navcen.uscg.gov](http://www.navcen.uscg.gov). The LNM is the primary means for disseminating information concerning aids to navigation, hazards to navigation, and other items of marine information of interest to mariners on the waters of the United States; its territories, and possessions. These notices are essential to all navigators for the purpose of keeping their charts, light lists, Coast Pilots and other nautical publications up-to-date. These notices are published weekly. They may be obtained free of charge, by making application to the 5th Coast Guard District, Federal Building, 431 Crawford Street, Portsmouth, Virginia 23704. If the Contractor encounters any objects on the channel bottom during dredging operations or transport of his plant, which could be a hazard to navigation, he shall notify the Coast Guard immediately as to location and at the same time notify the Owner.

### 11.2 Navigation Aids

The Contractor shall not relocate or move any aids to navigation that have been established by the U. S. Coast Guard. If it becomes necessary to have any aid to navigation moved in order to complete dredging operations under this contract, the Contractor shall notify the U. S. Coast Guard in writing to the address above with a copy to the Owner not less than 15 calendar days prior to such need for movement. The Contractor shall notify the U. S. Coast Guard of the approximate time the navigation aid may be relocated to its original position. In the event that the Contractor disturbs or damages any navigation aid during work operations, which includes during mobilization or demobilization of his plant, the Contractor shall immediately stop the activity which disturbed or damaged the navigation aid, take immediate corrective action to prevent further disturbances or damage, and shall notify the Coast Guard immediately as to location and at the same time notify the Owner.



All navigational aids that pose an obstruction or impedance during dredging shall be identified and the Owner shall be notified prior to construction for resolution of negotiation for replacement or repair. The Contractor shall repair or replace any aids to navigation, at his own expense, that have been damaged due to construction without prior notification and negotiation with the Owner.

## 12 ENVIRONMENTAL LITIGATION

If the performance of all or any part of the work is suspended, delayed, or interrupted due to an order of a court of competent jurisdiction as a result of environmental litigation, as defined below, the Owner, at the request of the Contractor, shall determine whether the order is due in any part to the acts or omissions of the Contractor or a subcontractor at any tier not required by the terms of this contract. If it is determined that the order is not due in any part to acts or omissions of the Contractor or a subcontractor at any tier other than as required by the terms of this contract, such suspension, delay, or interruption shall be considered as if ordered by the Owner in the administration of this contract under the terms of the "Suspension of Work" clause of this contract. The period of such suspension, delay, or interruption shall be considered unreasonable, and an adjustment shall be made for any increase in the cost of performance of this contract (excluding profit) as provided in that clause, subject to all the provisions thereof. The term "environmental litigation" means a lawsuit alleging that the work will have an adverse effect on the environment or that the Owner has not duly considered, either substantively or procedurally, the effect of the work on the environment.

\*\*\* End of Section \*\*\*

## **SECTION 01025**

### **MEASUREMENT AND PAYMENT**

#### **1 LUMP SUM PAYMENT ITEMS**

Payment items for the work of this contract for which contract lump sum payments will be made are listed in the BID FORM and described below. All costs for items of work, which are not specifically mentioned to be included in a particular lump sum or unit price payment item, shall be included in the listed lump sum item most closely associated with the work involved. The lump sum price and payment made for each item listed shall constitute full compensation for furnishing all plant, labor, materials, and equipment, transfer areas and performing any associated Contractor quality control, environmental protection, meeting safety requirements, tests and reports, and for performing all work required for which separate payment is not otherwise provided.

##### **1.1 Part A. Payment Item - Mobilization and Demobilization**

All costs connected with the mobilization and demobilization of all of the contractor's dredging plant and equipment as defined above will be paid for at the contract lump sum price for this item. Sixty percent of the lump sum price will be paid to the contractor upon completion of his mobilization at the work site. The remaining forty percent will be paid to the Contractor upon completion of demobilization. In the event the Owner considers that the amount in this item, sixty percent which represents mobilization and forty percent which represents demobilization, does not bear a reasonable relation to the cost of the work in this contract, the Owner may require the contractor to produce cost data to justify this portion of the bid. Failure to justify such price to the satisfaction of the Owner will result in payment of actual mobilization costs, as determined by the Owner, at the completion of mobilization, and actual demobilization costs, as determined by the Owner, at the completion of demobilization. The determination of the Owner is not subject to appeal.

The mobilization and demobilization fee shall not exceed 20% of the total cost of the project.

##### **1.1.1 Mobilization**

Mobilization shall include all costs for operations accomplished prior to commencement of actual dredging operations, this shall include transfer of dredge, attendant plant, and equipment to site, all initial installation of pipe, placement site inspection and any other associated work that is necessary in advance of the actual dredging operations, including preparation of the site transfer area and the disposal location.

##### **1.1.2 Demobilization**

Demobilization shall include general preparation for transfer of plant to its home base, removal of pipelines, cleanup of site of work including the transfer site and placement area, placement site grading and ditching, spillbox maintenance, and transfer of plant to its home base. The vegetated wetland area at the transfer site shall be restored to size, grade and vegetative cover.

## 2 UNIT PRICE PAYMENT ITEMS

Payment items for the work of this contract on which the contract unit price payments will be made are listed in the BID FORM and described below. The unit price and payment made for each item listed shall constitute full compensation for furnishing all plant, labor, materials, and equipment, and performing any associated Contractor quality control, environmental protection, meeting safety requirements, tests and reports, and for performing all work required for each of the unit price items.

### 2.1 Part B. Payment Item - Dredging

Payment to be made for costs associated with dredging shall include the cost of removal and placement of material as indicated and specified exclusive of the Lump Sum Payment Items as defined above. The total amount of material removed and to be paid for under this payment item will be measured by the cubic yard in place by computing the volume between the bottom surface shown by soundings of the last surveys made before dredging, and the bottom surface shown by the soundings of surveys made as soon as practicable after the work has been completed. The volume for measurement and payment shall include the material within the limits of overdepth and side slopes, less any deductions that may be required for misplaced material described in subparagraph "Misplaced Material", below. The drawings are believed to accurately represent conditions at the time of the surveys indicated. New soundings will be taken immediately before dredging. The Contractor's unit price for dredging, based on the above method of computation of the quantity for payment, shall include his evaluation of shoaling, other natural changes in the waterway, or changes caused by the Contractor's operations that might occur during the period between the surveys before dredging and the surveys for acceptance of the work. Computations for payment purposes will be made by the Engineer using the average end area method and electronic data processing machines. Determination of quantities removed and the deductions made to determine quantities in place to be paid for in the areas specified, after having once been made, will not be reopened except on evidence of collusion, fraud, or obvious error.

#### 2.1.1 Misplaced Material

Any material that is deposited elsewhere than in places designated or approved by the Owner will not be paid for, and the contractor may be required to remove such misplaced material and deposit it where directed at his expense.

#### 2.1.2 Excessive Dredging

Material taken from outside the specific areas to be dredged or beyond the limits as extended in paragraph "Required Dredging Prism, Overdepth, and Side Slopes" will be considered as excessive overdepth dredging, or excessive side slope dredging, for which payment will not be made. Nothing in these specifications shall be construed to prevent payment for the removal of shoals performed in accordance with the applicable provisions of Paragraph SHOALING and Paragraph FINAL EXAMINATION AND ACCEPTANCE of Section 01005.

### 2.1.3 Variations in Estimated Dredging Quantities

Where the quantity of a pay item in this Contract is an estimated quantity and where actual quantity of such pay item varies more than fifteen (15%) percent above or below the estimated base bid quantity determined by a Before Dredging survey, an equitable adjustment shall be made upon demand of either party. The equitable adjustment shall be based upon any decrease or increase in costs due solely to the variations above one hundred fifteen (115%) percent or below eighty-five percent (85%) of the estimated quantity. The above variation in quantities will be calculated on the quantity of material removed above the project depth and side slopes only and will not be made on the material in the areas classified as allowable "over depth".

### 2.2 Monthly Partial Payments

Monthly partial payments will be based on estimated quantities determined by the Contractor and approved by the Engineer.

\*\*\* End of Section \*\*\*

## SECTION 01355

### ENVIRONMENTAL PROTECTION

#### 1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

- a. *Virginia Erosion and Sediment Control Handbook*, Latest Edition
- b. 40 CFR 261, *Identification and Listing of Hazardous Waste*
- c. EM 385-1-1, (2008) U.S. Army Corps of Engineers, *Safety and Health Requirements Manual*

#### 2 DEFINITIONS

Environmental pollution and damage is defined as the presence of chemical, physical, or biological elements or agents that adversely affect human health or welfare; unfavorably alter ecological balances of plant or animal communities; or degrade the environment from an aesthetic, cultural or historic perspective. Environmental protection is the prevention/control of pollution and habitat disruption that may occur during construction. The control of environmental pollution and damage requires consideration of air, water, land, biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive materials; and other pollutants.

#### 3 ENVIRONMENTAL PROTECTION REQUIREMENTS

The Contractor shall comply with all applicable Federal, State, and local laws and regulations. The Contractor shall provide environmental protective measures and procedures to prevent and control pollution, limit habitat disruption, and correct environmental damage that occurs during construction.

##### 3.1 Protection of Features

This section supplements the Contract Clause PROTECTION OF PERSONS AND PROPERTY. The Contractor shall prepare a list of features requiring protection under the provisions of the contract clause, which are not specifically identified on the drawings or otherwise specified as environmental features requiring protection. The Contractor shall protect those environmental features as indicated and specified, in spite of interference, which their preservation may cause to the Contractor's work under the contract.

##### 3.2 Permits

This section supplements the Contractor's responsibility under the contract clause LAWS AND REGULATIONS to the extent that the Owner has already obtained environmental permits for the required dredging and dredged material placement. The contractor shall comply with the terms and conditions of these permits.

#### 4 ENVIRONMENTAL PROTECTION PLAN

Within 10 calendar days of Notice of Award, the Contractor shall submit an Environmental Protection Plan for review and acceptance by the Owner. The Owner will consider an interim plan for the first 5 days of operations; however, the Contractor shall furnish an acceptable final plan not later than 10 calendar days after receipt of the Notice to Proceed. Acceptance is conditional and is predicated upon satisfactory performance during construction. The Owner reserves the right to require the Contractor to make changes in the Environmental Protection Plan or operations if the Owner determines that environmental protection requirements are not being met. The plan shall detail the actions that the Contractor will take to comply with all applicable Federal, State, and local laws and regulations concerning environmental protection and pollution control and abatement, as well as the additional specific requirements of this contract. No physical work at the site shall begin prior to acceptance of the Contractor's plan or an interim plan covering the work to be performed. The environmental protection plan shall comply with the requirements of the latest edition of the *Virginia Erosion and Sediment Control Handbook* and EM 385-1-1 and include, but not be limited to, the following:

##### 4.1 List of State and Local Laws and Regulations

The Contractor shall provide as part of the Environmental Protection Plan a list of all Federal, State and local environmental laws and regulations that apply to the construction operations under the Contract.

##### 4.2 Spill Control Plan

The Contractor shall include as part of the environmental protection plan, a Spill Control Plan. The plan shall include the procedures, instructions, and reports to be used in the event of an unforeseen spill of a substance regulated by the Emergency Response and Community Right-to-Know Act or regulated under State or local laws or regulations. The Spill Control Plan supplements the requirements of EM 385-1-1. This plan shall include as a minimum:

- a) The name of the individual who will be responsible for implementing and supervising the containment and cleanup.
- b) Training requirements for Contractor's personnel and methods of accomplishing the training.
- c) A list of materials and equipment to be immediately available at the job site, tailored to cleanup work of the potential hazard(s) identified.
- d) The names and locations of suppliers of containment materials and locations of additional fuel oil recovery, cleanup, restoration, and material-placement equipment available in case of an unforeseen spill emergency.
- e) The methods and procedures to be used for expeditious contaminant cleanup.

- f) The name of the individual who will report any spills or hazardous substance releases and who will follow up with complete documentation. This individual shall immediately notify the Owner in addition to the legally required Federal, State, and local reporting channels (including the National Response Center 1-800-424-8802) if a reportable quantity spill occurs. The plan shall contain a list of the required reporting channels and telephone numbers.

#### 4.3 Recycling and Waste Minimization Plan

The Contractor shall submit a Recycling and Waste Minimization Plan as a part of the Environmental Protection Plan. The plan shall detail the Contractor's actions to comply with the following recycling and waste minimization requirements:

The Contractor shall participate in State and local government sponsored recycling programs to reduce the volume of solid waste materials at the source.

#### 4.4 Contaminant Prevention Plan

As a part of the Environmental Protection Plan, the Contractor shall prepare a contaminant prevention statement identifying potentially hazardous substances to be used on the job site and intended actions to prevent accidental or intentional introduction of such materials into the air, water, or ground. The Contractor shall detail provisions to be taken to meet Federal, State, and local laws and regulations regarding the storage and handling of these materials.

#### 4.5 Environmental Monitoring

The Contractor shall include in the plan the details of environmental monitoring requirements under the laws and regulations and a description of how this monitoring will be accomplished.

#### 4.6 Pre-construction (Pre-dredging) Survey

The Contractor shall perform a survey of the project site with the Owner and take photographs showing existing site conditions in and adjacent to the proposed dredging site including, but not limited to adjacent wetland areas, shoreline protection structures and piers. The results of this survey shall be prepared by the contractor and copies included in the plan.

### 5 SPECIAL ENVIRONMENTAL PROTECTION REQUIREMENTS

#### 5.1 Tree Protection

No ropes, cables, or guys shall be fastened to or attached to any tree(s) for anchorage unless specifically authorized by the Owner. Where such special use is permitted, the Contractor shall provide effective protection to prevent damage to the tree and other land and vegetative resources. Unless specifically authorized by the Owner, no construction equipment or materials shall be placed or used within the dripline of trees. No excavation or fill shall be permitted within the dripline of trees.

## 5.2 U.S. Department of Agriculture (USDA) Quarantined Considerations

The Contractor shall thoroughly clean all construction equipment at the prior job site in a manner that ensures all residual soil is removed and that egg deposits from plant pests are not present. The Contractor shall consult with the USDA Plant Protection and Quarantine (USDA - PPQ) jurisdictional office for additional cleaning requirements that may be necessary.

## 5.3 Dredged Material Disposal

Material deposited in the Craney Island Dredged Material Management Area shall be deposited only in those areas specified by the Corps of Engineers. Dredged material placement operations shall be managed and controlled as approved by the Corps of Engineers.

The Contractor shall provide documentation of disposal for approved dredged material disposal locations. All permits, use agreements, and/or permissions shall be obtained by the Contractor, at his expense, prior to commencing work.

## 5.4 Disposal of Solid Wastes

Solid waste is rubbish, debris, waste materials, garbage, and other discarded solid materials. Solid waste shall be placed in containers and disposed on a regular schedule. All handling and disposal shall be conducted in such a way as to prevent spillage and contamination. The Contractor shall transport all solid waste and dispose in compliance with Federal, State, and local requirements.

## 5.5 Disposal of Contractor Generated Hazardous Wastes

Hazardous wastes are hazardous substances as defined in 40 CFR 261, or as defined by applicable State and local regulations. Hazardous waste generated by construction activities shall be removed from the work area and be disposed in compliance with Federal, State, and local requirements. The Contractor shall segregate hazardous waste from other materials and wastes, and shall protect it from the weather by placing it in a safe covered location; precautionary measures against accidental spillage such as berming or other appropriate measures shall be taken. Hazardous waste shall be removed from Owner property within 60 days. Hazardous waste shall not be dumped onto the ground, into storm sewers or open watercourses, or into the sanitary sewer system.

## 5.6 Fuels and Lubricants

Fueling and lubrication of equipment and motor vehicles shall be conducted in a manner that affords the maximum protection against spills and evaporation. Lubricants and waste oil to be discarded shall be stored in marked corrosion-resistant containers and recycled or disposed in accordance with Federal, State, and local laws and regulations.

# 6 PROTECTION OF WATER RESOURCES

The Contractor shall keep construction activities under surveillance, management, and control to avoid pollution of surface and ground waters.

## 6.1 Monitoring of Water Areas Affected by Construction Activities

The Contractor shall perform discharge monitoring, inspections, sampling and testing, reporting, and record keeping as indicated and specified and as set forth in the permit conditions.



## 6.2 Removal of Contaminated Soils

The Contractor shall remove and stockpile petroleum contaminated soils in accordance with applicable state and federal regulations.

## 7 INSPECTION

If the Owner notifies the Contractor in writing of any observed noncompliance with contract requirements or Federal, State, or local laws, regulations, or permits, the Contractor shall inform the Owner of proposed corrective action and immediately take such action to correct the noncompliance. If the Contractor fails to comply promptly, the Owner may issue an order stopping all or part of the work until satisfactory corrective action is taken. No time extensions will be granted or costs or damages allowed to the Contractor for any such suspension.

## 8 MAINTENANCE OF POLLUTION CONTROL FACILITIES

The Contractor shall maintain all constructed pollution control facilities and portable pollution control devices for the duration of the Contract or for the length of time construction activities create the particular pollutant.

## 9 TRAINING OF CONTRACTOR PERSONNEL

Contractor personnel shall be trained in environmental protection and pollution control. The Contractor shall conduct environmental protection/pollution control meetings for all Contractor personnel as a part of the weekly toolbox meetings. The training and meeting agenda shall include methods of detecting and avoiding pollution, familiarization with pollution standards, both statutory and contractual, installation and care of facilities, and instruments required for monitoring purposes to ensure adequate and continuous environmental protection/pollution control. Anticipated hazardous or toxic chemicals or wastes, and other regulated contaminants shall also be discussed. Other items to be discussed shall include recognition and protection of archaeological sites and artifacts, navigation aides, wildlife and waterfowl habitats, and dredged material placement operations.

\*\*\* End of Section \*\*\*

## SECTION 02325

### DREDGING

#### 1 GENERAL

##### 1.1 SCOPE

The work covered by this Section includes the furnishing of all material and equipment and the performing of all labor to complete the mechanical dredging and disposal of the dredged material as herein specified or directed by the OWNER. Hydraulic dredging is not permitted.

This work shall include, but is not limited to: Maintenance of portions of the Pretty Lake Ancillary Channels, transportation by barges (scows) of the material to the designated transfer area at 3<sup>rd</sup> Bay for transfer into sealed bed dump trucks and hauling and disposal of dredged materials at an approved upland disposal facility, to be selected by the Contractor.

##### 1.2 SUBMITTALS

###### 1.2.1 Dredging Operations Plan

Prior to any dredging work, the Contractor shall submit a dredging plan for approval by the Owner. No work shall begin without approval of the plan by the Owner. The plan shall include the following:

- a. Names and specifications for all dredging and support plant to be used for each specific work element.
- b. Method and equipment for transporting dredged material from the dredging areas to the 3<sup>rd</sup> Bay Transfer Facility.
- c. Method and equipment for re-handling dredged material at the 3<sup>rd</sup> Bay Transfer area.
- d. Order of work.
- e. Quality Control procedures.
- f. Complete project team organization with duties, responsibilities, and authorities clearly defined.
- g. Schedule.
- h. Spill Containment Plan.

###### 1.2.2 DMMA Disposal Plan

Prior to any dredging work, the Contractor shall submit a disposal plan for approval by the Owner. No work shall begin without approval of the plan by the Owner. The plan shall include the following:

- a. Name and location of disposal site
- b. Copies of permits and/or approvals to utilize the site
- c. Method and equipment for transporting dredged material to the disposal site.
- b. Method and equipment to prevent spillage of dredged material during re-handling.
- c. Method and equipment to prevent spillage of dredged material during transportation to the disposal site.
- d. Fuel spill control plan.
- e. Schedule.
- f. Spill containment plan.

### 1.2.3 Pre and Post Dredging Site Reports

Submit pre- and post-dredging site inspection reports to document site conditions for the areas to be dredged and the 3<sup>rd</sup> Bay transfer area (including approach roadways).

### 1.2.4 Dredge and Disposal Area Operations Daily Reports

During the performance of all dredging operations, equipment operators shall fill out a Daily Dredging Report for each calendar day's activity on each dredge being operated. Forms to be used shall be developed by the Contractor and approved by the Owner prior to starting of work. Forms shall be filled out completely and legibly; including signatures. The Daily Report shall be filled out for each calendar day even when the equipment is not working. Progress payments for dredging will not be made until a complete set of reports covering the payment period are in the Owner's possession.

### 1.2.5 Dredging Progress Plan

The Contractor shall prepare and maintain a daily progress plan of the dredging work. The Contractor shall use the Owner-furnished Before Dredging Survey for the area being dredged and shall be marked to indicate the progress of the dredging work on a daily basis. The Contractor shall take soundings for quality control purposes as the dredging progresses and they shall be plotted on the progress plan. These records shall be turned over to the Owner at the end of work.

## 1.3 PLANT

Contractor shall submit to the Owner for approval an inventory of all floating equipment to be used on the project. It shall be the responsibility of the Contractor to establish to the Owner's satisfaction that the equipment contained in the inventory is of appropriate size and of sufficient capacity to accomplish the work indicated. No dredging shall commence until the inventory has been approved by the Owner.

Plant and equipment employed on the work shall be in satisfactory operating condition and capable of safely and efficiently performing the work as indicated or specified and shall be subject to inspection and approval by the Owner at all times. All equipment and machinery shall be of sufficient size to perform the work as shown on the plans and kept in good condition at all times. Any leaks or deficiencies shall be promptly and properly repaired. No reduction in the capacity of the plant employed on the work shall be made except by written permission of the Owner. The measure of the "Capacity of Plant" shall be its actual performance on the work to which these specifications apply. All floating plant and pipelines used as access ways or working platforms shall be equipped with walkways and guardrails conforming to Corps of Engineers Manual EM 385-1-1 and meet OSHA requirements for worker safety. Transport barges shall operate in accordance with Coast Guard navigation standards.

## 1.4 CHARACTER OF MATERIALS

The material to be removed from within the limits indicated on the contract drawings includes in situ sediment characteristic of Pretty Lake and generally consists of a silty sand, mud, soft clay, debris, trash and combinations thereof, but shall include any material found within the area to be dredged. A geotechnical investigation has not been conducted of the project site and bidders are expected to examine the site of work and decide for themselves the character of the materials.

#### 1.4.1 Obstruction Identification

The Owner has no knowledge of material within the indicated limits of dredging of such size or character that would require the use of special or additional plant for its economical removal. The dredging areas may contain trash, debris, and small obstructions not shown on the Construction Drawings for dredging. The Contractor may encounter obstructions or other debris that is not identified and may pose a hazard to navigation. **The Contractor shall advise the Owner immediately of any obstructions or other debris of this nature that is encountered.**

### 1.5 PLACEMENT OF EXCAVATED MATERIAL

#### 1.5.1 General

The Contractor shall transport and deposit the material to be excavated at his expense as indicated and specified on the Contract Drawings at an approved disposal location. A Department of the Army, Corps of Engineers permit for the dredging has been obtained by the Owner. (The RP-02 for the maintenance work includes the DEQ Section 401 waiver and the VMRC does not have jurisdiction in Pretty Lake.) The Contractor shall comply with all terms and conditions of the permit. The Contractor shall make all necessary arrangements and bear all costs in connection with the placement of the dredged material at an approved disposal location. All materials deposited and all operations associated therewith (including the transfer and the transport of the material) shall be performed at the Contractor's risk and expense.

Material excavated by mechanical dredges (bucket, backhoe or dipper) shall be placed in scows and transported to the Transfer Area at 3<sup>rd</sup> Bay, where the scows shall be directly loaded into sealed bed dump trucks or dumpsters for transport to the disposal area. Excavated material may not be replaced or stored in the water (misplaced) or stockpiled onsite. All scows shall be kept in good condition and the coamings kept in good repair. Failure to repair leaks or change methods of operations that cause overflow or spillage will result in suspension of dredging and/or re-handling operations and require prompt repair or change of operation to prevent leakage, overflow or spillage.

#### 1.5.2 Transfer/Staging Area

The designated transfer area is at the southern end of 3<sup>rd</sup> Bay on the northern shore of Pretty Lake, as shown on the plans. Constructed wetlands exist between the access channel and the pavement. The Contractor has permission to transfer material from sealed barged to sealed trucks at the southern end of the street. Protective matting may be placed across the vegetated wetlands for access to the barges. The vegetated wetlands shall be fully restored (grades and planting), at the expense of the Contractor, upon completion of the job.

The Contractor may contact adjacent property owners if additional staging or storage area is needed for this project. The Contractor shall make any necessary agreements with adjacent property owners for staging or storage. If applicable, the Contractor shall be responsible for obtaining any necessary construction permits for land disturbance, E & S Control, etc.

Unless otherwise indicated, all vegetative and structural erosion and sediment control practices will be constructed and maintained according to minimum standards and specifications of the Virginia Erosion and Sediment Control Handbook (3rd Edition, 1992) and the City of Norfolk erosion and sediment control ordinance.

### 1.5.3 Transfer/Staging Area Access Channel

The Contractor, at his own expense, may dredge and improve the access channel to the staging area. The access channel must be constructed/dredged in accordance with the existing Corps of Engineer's permit (attached). Dredging in the access channel is incidental to construction, and is at the Contractor's expense.

### 1.5.4 Roadways

The Contractor shall not block or obstruct ingress/egress to and from the adjacent properties.

The Contractor shall use only established roadways. Where materials are transported in the prosecution of the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross any roadways, curbs or utilities, protection against damage shall be provided by the Contractor and any damaged roadways, curbs or utilities shall be repaired promptly by, or at the expense of the Contractor.

The Contractor shall be responsible for the maintenance and repair to roads, offload ramps, rights-of-way, and other access points throughout the Contractor's performance of this Contract.

Roadways at the transfer area, as well as ingress/egress to and from the transfer area shall be swept and cleaned throughout the project. Trucks will be cleaned prior to leaving the transfer site. Failure to maintain clean and safe roadways will result in a stop work order. The Contractor shall not be allowed to resume work until the site is in satisfactory condition. No additional time extensions shall be granted to the Contractor due to his negligence and the Contractor shall be responsible for any fines accrued due to excessive sediment and debris on the road systems.

### 1.5.5 Dredged Material Disposal

The Contractor shall locate an approved disposal placement site for the dredged material. The Contractor shall obtain, if necessary and at his own expense, all permits for dredged material disposal.

All fees associated with the transport and disposal of dredged material

### 1.6 Warning Signs

The Contractor shall erect and maintain at his own expense suitable navigation warning signs at any point necessary to prevent hazards to navigation.

## 2 CONDUCT OF DREDGING WORK

### 2.1 Required Dredging Prism

Within the specific areas indicated to be dredged or areas approved by the Owner, the required dredging prism is defined by the required depths and applicable side slopes as indicated and specified. The actual quantity within the required dredging prism will be computed from the last surveys made before dredging.

## 2.2 Over Depth

To cover inaccuracies of the dredging process, material actually removed from within the specific areas to be dredged to a depth of not more than one foot below the required depth will be estimated and paid for at the contract price.

## 2.3 Side Slopes

Material actually removed, within limits approved by the Owner, to provide for final side slopes not flatter than 1 vertical on 3 horizontal, but not in excess of the amount originally lying above this limiting side slope, will be estimated and paid for, whether dredged in original position or by dredging space below the pay slope plane at the bottom of the slope for up-slope material capable of falling into the cut. In computing the limiting amount of side-slope dredging, an over depth of 1.0 feet measured vertically will be used.

## 2.4 Method of Obtaining Soundings

Soundings to determine the volume of material removed under this contract will be made with an echo sounding survey recorder operating on a frequency of 200 KHz. The equipment will be adjusted by the bar check method to compensate for variations of the velocity of sound in water.

## 2.5 Basis of Surveys

The Engineer's hydrographic surveys shall be the sole basis for determining payment for dredging and final acceptance.

# 3 QUALITY CONTROL

The Contractor shall establish and maintain a quality control system for all dredging operations to assure compliance with contract requirements and record his inspections and tests under this system.

## 3.1 Inspections and Testing Requirements

Inspections and testing shall be the responsibility of the Contractor including but not limited to the following:

### 3.1.1 Placement Area Inspections

Inspection of any required placement area maintenance and surveillance for leaks or breaks in pipeline, transport barges or trucks.

### 3.1.2 Dredging Area Inspections and Tests

If required by permit, inspections and tests to assure water quality standards are not exceeded in the vicinity of the dredge during dredging operations.

### 3.1.3 Equipment and Machinery Requirements

All measuring equipment, global positioning systems (GPS) and other electronic positioning systems, data plotting and recording equipment, and procedures associated with each respective item of equipment, shall be subject to the approval of the Owner. All records produced by the equipment shall be inspected and certified as complete by the Contractor's Quality Control Representative and included as a part of the Daily Quality Control Report.

### 3.1.4 Miscellaneous Inspections and Test Records

A copy of the records of all inspections and tests, as well as record of corrective action taken, shall be included in the Control Plan and furnished to the Owner as a part of the Daily Quality Control Report.

### 3.1.5 Inspection and Test Records

A copy of the records of inspections and tests, as well as record of corrective action taken, shall be provided to the Owner with the Daily Report of Operations.

### 3.1.6 Reporting and Certificates

All measuring, plotting and recording equipment and procedures shall be subject to the approval of the Owner. All records produced by the equipment shall be authenticated by an authorized representative of the Contractor and then provided to the Owner with the Daily Report of Operations.

## 4 REPORTING REQUIREMENT

The Contractor shall prepare and maintain a daily report of operations and furnish copies weekly to the Owner in accordance with Paragraph 1.2.4 of Section 02325. At a minimum the report shall include weather and site conditions, production, work areas and a personnel list. The Contractor's reporting form shall be approved by the Owner prior to site mobilization.

\*\*\* End of Section \*\*\*

## **APPENDIX A**

### **ENVIRONMENTAL PERMITS**





Reply to  
Attention of

DEPARTMENT OF THE ARMY  
US ARMY CORPS OF ENGINEERS  
NORFOLK DISTRICT  
FORT NORFOLK  
803 FRONT STREET  
NORFOLK VA 23510-1011

JULY 16, 2015

Eastern Virginia Regulatory Section  
NAO-2002-3040, NAO-2002-3104, NAO-2002-2464, NAO-2002-3105, NAO-2002-3680  
VMRC #15-V0704 (Pretty Lake)

City of Norfolk  
ATTN: Charles P. Joyner, Assistant City Engineer  
City Hall Building, 810 Union Street  
Norfolk, Virginia 12345

Dear Mr. Joyner:

This is in reference to the Department of the Army application you submitted for maintenance dredging of approximately 15,000 cubic yards of material by mechanical methods within five existing channels in Pretty Lake in Norfolk, Virginia, as noted below:

- 1) NAO-2002-3040: Ancillary A- located between Norristown Drive and Halprin Drive. Approximately 4,140 cubic yards of material will be mechanically dredged within an area of 62,140 square feet to a depth of -4 feet at MLW (including overdepth). Channel width is 20 feet, except at the terminus of the channel, where the width narrows to 15 feet.
- 2) NAO-2002-3104: Ancillary B- located along Norristown Drive. Approximately 980 cubic yards of material will be mechanically dredged within an area of 12,560 square feet to a depth of -4 feet at MLW (including overdepth). Channel width is 15 feet.
- 3) NAO-2002-2464: Ancillary C - located between Mona Avenue, Tarpon Place and Ridgefield Drive. Approximately 3,835 cubic yards of material will be mechanically dredged within an area of 85,985 square feet to a depth of -4 feet at MLW (including overdepth). Channel width is 20 feet.
- 4) NAO-2002-3105: Ancillary D- located adjacent to Tidal Road and Woodall Road. Approximately 1,885 cubic yards of material will be mechanically dredged within an area of 36,630 square feet to a depth of -4 feet at MLW (including overdepth). Channel width is 20 feet.
- 5) NAO-2002-3680: Ancillary E and E1- located along Inlet Road. Approximately 4,085 cubic yards of material will be mechanically dredged within an area of 75,170 square feet to a depth of -4 feet at MLW (including overdepth). Channel width is 20 feet, except for E1 which narrows to 15 feet. Staging Area- 3<sup>rd</sup> Bay Street- Approximately 75 cubic yards of material will be mechanically dredged within an area of 620 square feet to a depth of -4 feet at MLW (including overdepth).

The dredged material will be barged to a staging area at 3<sup>rd</sup> Bay Street and hauled to an upland disposal site (Higgerson Buchanan). Your proposed project as described above and depicted on attached drawings entitled "Proposed Dredging in Pretty Lake," Sheets 1 to 28, dated April 21, 2015 and stamped as received by our office on May 20, 2015 satisfies the terms and conditions of Norfolk District's Regional Permit (13-RP-02). Provided that you follow the general and special conditions of 13-RP-02, as well as, any additional conditions that have been included below; no further authorization will be required from the Corps.

Special Conditions:

1. The permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structure or work herein authorized, or if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the permittee will be required, upon due notice from the Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal or alteration.
2. At the 3<sup>rd</sup> Bay Street dredged material transfer site, heavy equipment working in wetlands must be placed on construction mats; no rocks or other fill materials may be used. During transfer of dredged material at the transfer site, measures must be taken to prevent inadvertent spillage of dredged material in the wetlands and waterway.
3. Prior to use of the 3<sup>rd</sup> Bay Street dredged material transfer site, the current condition of the tidal wetlands will be documented with photos at fixed point stations (summer condition photos preferred). These photos will be provided to the Corps contact listed below prior to use of the transfer site. Once dredging is complete, the tidal wetlands will again be documented with photos at the same fixed point stations, and provided to the Corps within 30 days.
4. Any wetland areas impacted by construction activities (including temporary equipment access) at the 3<sup>rd</sup> Bay Street transfer site will be restored to grade (if necessary), and replanted with tidal wetland vegetation. If wetland restoration is needed, a written monitoring report will be required at the end of the first full growing season following planting, and after the second year of establishment. The monitoring should be undertaken between June and September of each year and should include: The project location, the Corps project number, representative photos of the site, as-built plans, and a brief statement on the success of the project.

5. Special Condition 9 of the RP-02 requires an after-dredge hydrographic survey. This survey must include the tidal wetlands at the 3<sup>rd</sup> Bay Street transfer site.
6. Enclosed is a "compliance certification" form, which must be signed and returned within 30 days of completion of the project. Your signature on this form certifies that you have completed the work in accordance with the regional permit terms and conditions.

Activities authorized under this RP must be completed by August 14, 2018. If this RP is reissued at that time, and if this work has not been started or completed, but the project continues to meet the terms and conditions of the revalidated RP, then the project will continue to be authorized. The Corps will issue a special public notice announcing any changes to the Regional Permits when they occur; however, it is incumbent upon you to remain informed of changes to the RPs. Activities which have commenced (i.e., are under construction) or are under contract to commence in reliance upon this RP that do not meet the terms and conditions of the revalidated RP will remain authorized provided the activity is completed within twelve months of the date of this RP's expiration (i.e. August 14, 2019), unless discretionary authority has been exercised on a case-by-case basis to modify, suspend, or revoke the authorization in accordance with 33 CFR Part 325.7(a-e). If work cannot be completed by August 14, 2019, you must reapply for separate permit authorization in order to meet current permit criteria.

The State Water Control Board provided unconditional §401 Water Quality Certification for this RP. Therefore, the activities that qualify for this RP meet the requirements of Department of Environmental Quality's (DEQ) Virginia Water Protection Permit Regulation, provided that the permittee abides by the conditions of this RP. You will not be required to obtain a separate 401 Water Quality Certification from DEQ. However, a permit may be required from the Virginia Marine Resources Commission and/or your local wetlands board. Please note that you should obtain all required State and local authorizations before you proceed with the project. This authorization does not relieve your responsibility to comply with local requirements pursuant to the Chesapeake Bay Preservation Act (CBPA), nor does it supersede local government authority and responsibilities pursuant to the Act. You should contact your local government before you begin work to find out how the CBPA applies to your project. Pursuant to the Coastal Zone Management Act (CZMA) of 1972, the Virginia Department of Environmental Quality Virginia Coastal Zone Management Program (VCP) completed its review of the Federal Consistency Determination (FCD) for this RP on May 10, 2013 and provided concurrence that this RP is consistent with the VCP. Therefore, no further coordination with the VCP is required. Authorizations under this RP do not supersede state or local government authority or responsibilities pursuant to any State or local laws or regulations.

If you have any questions and/or concerns about this permit authorization, please contact Audrey Cotnoir at 757-549-8819 or [audrey.l.cotnoir@usace.army.mil](mailto:audrey.l.cotnoir@usace.army.mil).

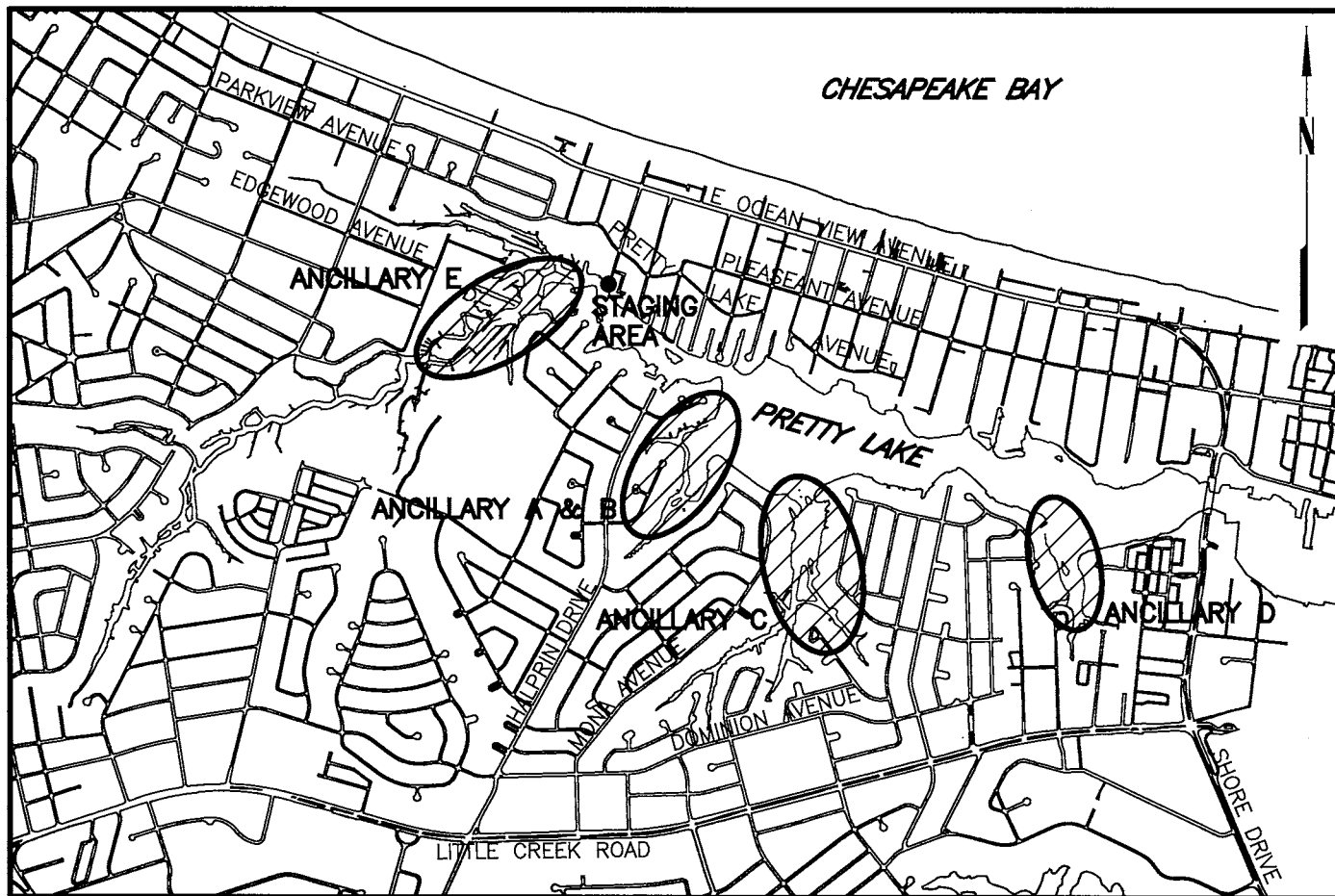
Sincerely,

A handwritten signature in cursive script that reads "Audrey L. Cotnoir". The signature is written in dark ink on a light blue rectangular background.

*for* Peter R. Kube  
Chief, Eastern Virginia Regulatory Section

Enclosure(s): RP-02, Project Drawings, Certificate of Compliance

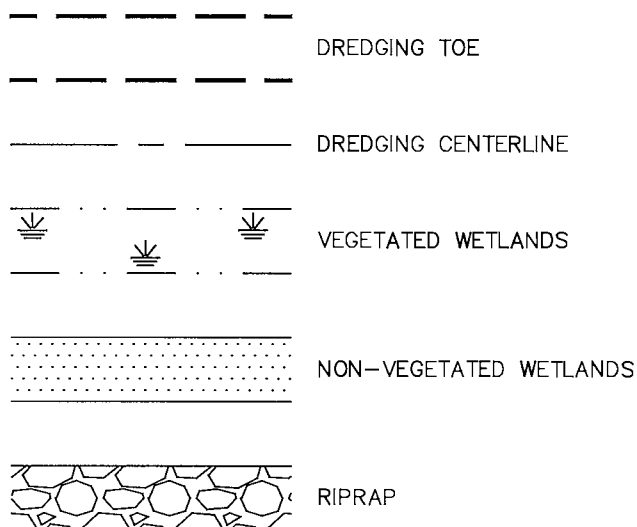
Cc: Waterway Surveys & Engineering, Ltd. ATTN: Rebecca Francese  
Virginia Marine Resources Commission, ATTN: Justine Woodward  
Department of Environmental Quality, ATTN: Sheri Kattan



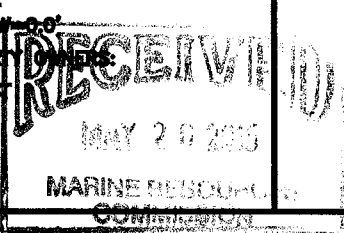
**NOTES:**

1. SOUNDINGS WERE TAKEN USING A RECORDING FATHOMETER OPERATING AT 208KHz AND ARE IN FEET REFERRED TO MEAN LOW WATER (MLW).
2. SOUNDINGS WERE TAKEN ON DATES LISTED BELOW:  
ANCILLARY A & B: AUGUST 14, OCTOBER 15 & 16, 2013,  
ANCILLARY C: AUGUST 22, OCTOBER 15 & 16, 2013,  
ANCILLARY D: JULY 10, OCTOBER 15 & 16, 2013,  
ANCILLARY E: AUGUST 22, 27, SEPTEMBER 3, OCTOBER 15 & 16, 2013.
3. COORDINATES ARE IN U.S. SURVEY FEET REFERRED TO THE VIRGINIA STATE GRID (SOUTH ZONE) BASED ON NAD83.
4. SEE SHEET 28 FOR STAGING AREA.

**LEGEND:**



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW - 0.6'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST



**LOCATION MAP**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

**PROPOSED DREDGING**

IN: PRETTY LAKE

CITY: NORFOLK

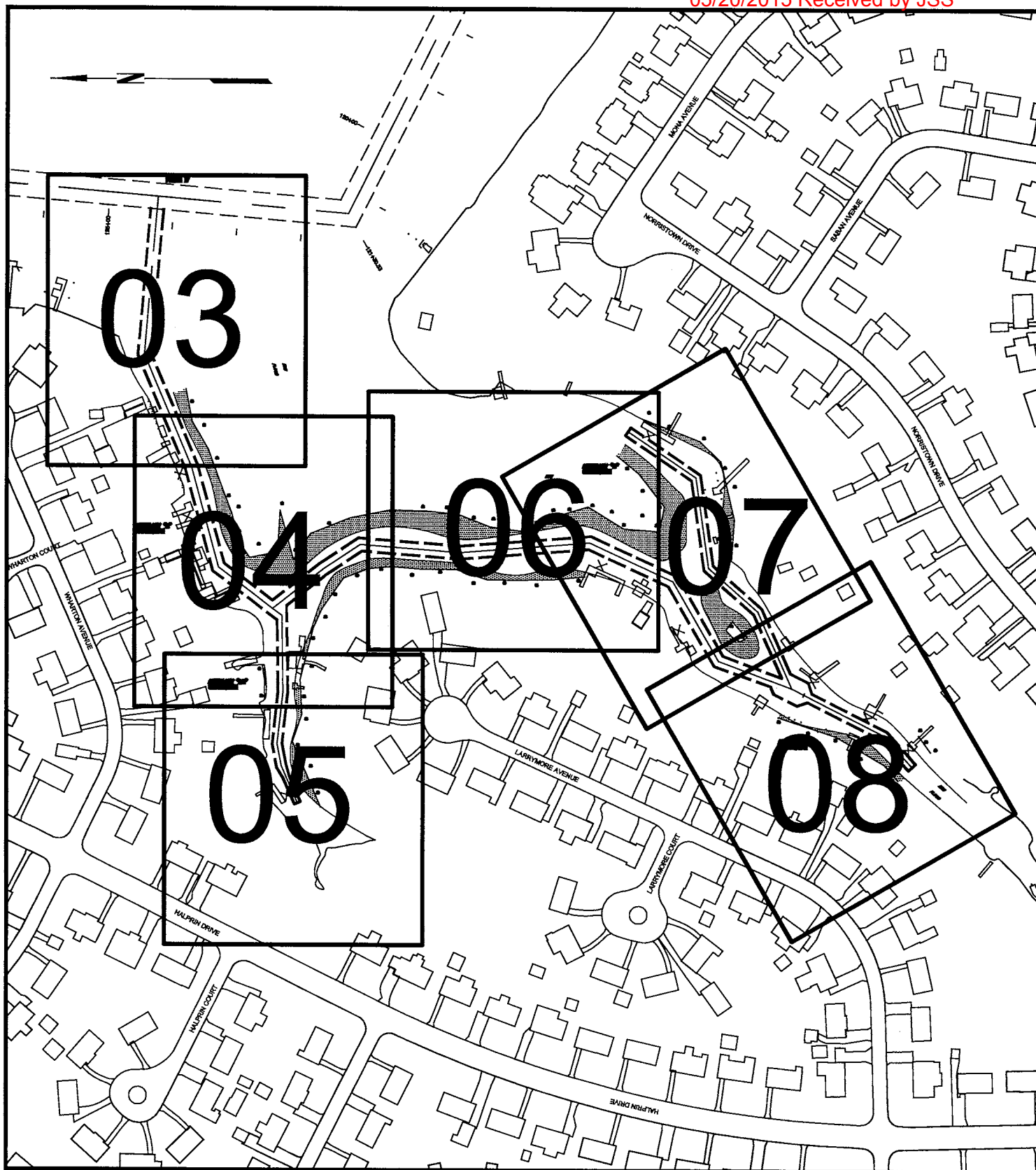
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=2000'

DATE: APRIL 21, 2015

SHEET 1 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**SHEET LAYOUT  
ANCILLARY A TO B**

PREPARED BY:

**RECEIVED**  
MAY 20 2015

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

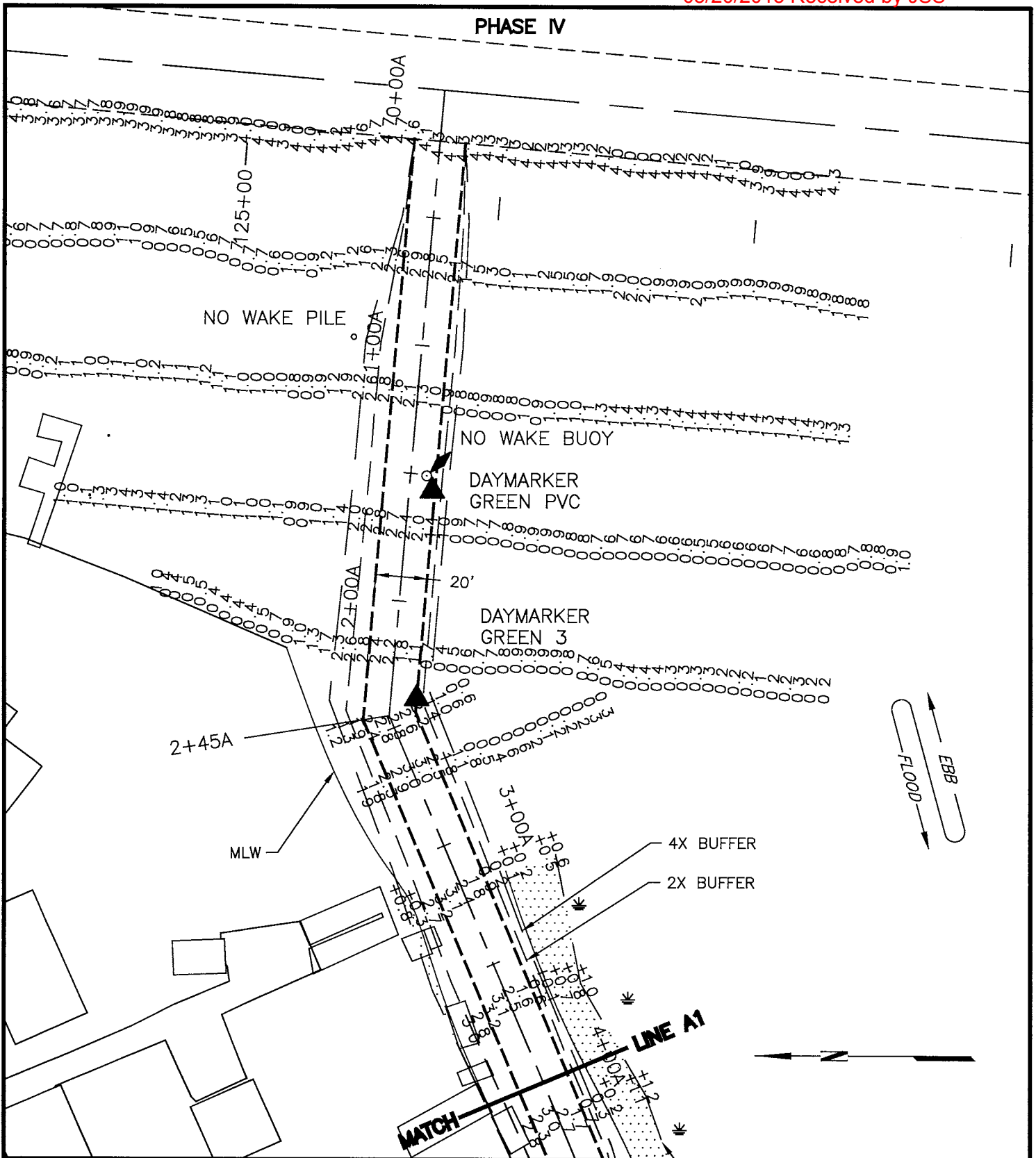
SCALE: 1"=200'

DATE: APRIL 21, 2015

SHEET 2 OF 28

MARINE RESOURCES  
COMMISSION

PHASE IV



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

PLAN VIEW  
ANCILLARY A

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

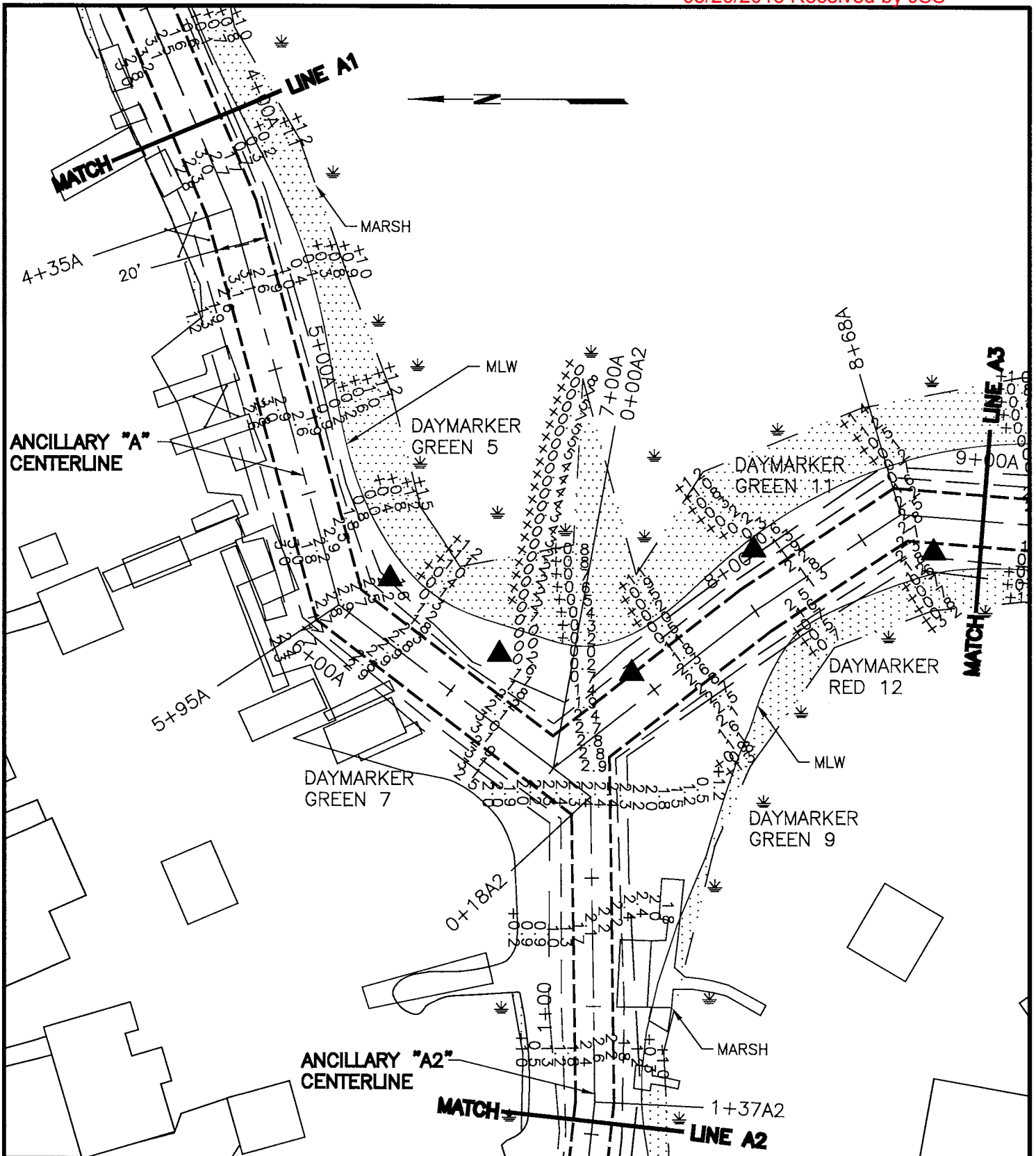
DATE: APRIL 21, 2015

SHEET 3 OF 28

RECEIVED  
MAY 20 2015

MARINE RESOURCES  
COMMISSION





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015

MARINE RESOURCES  
COMMISSION

# PLAN VIEW ANCILLARY A & A2

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

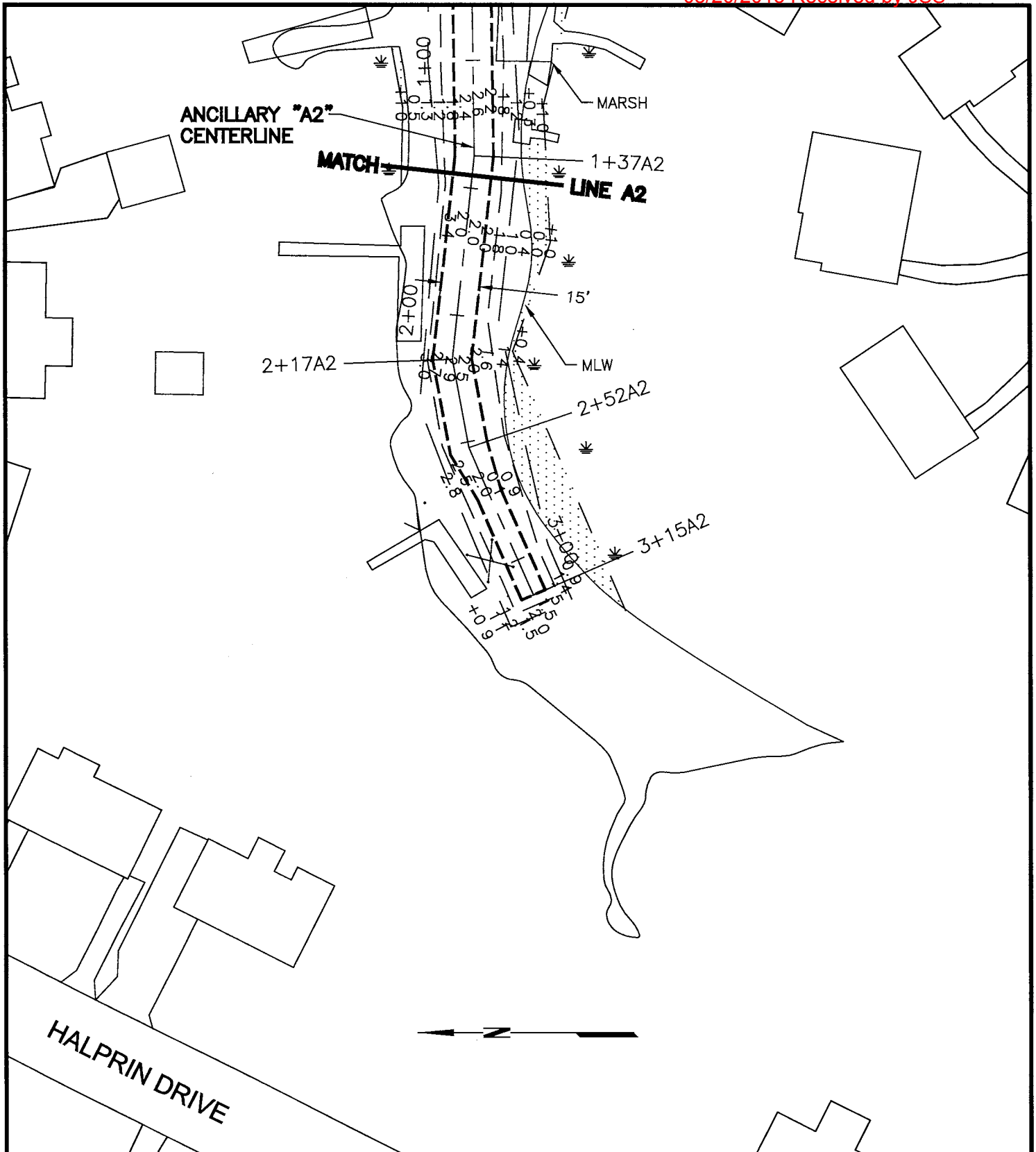
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 4 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**PLAN VIEW  
ANCILLARY A2**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

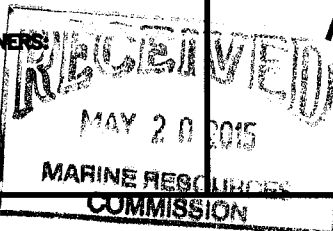
STATE: VIRGINIA

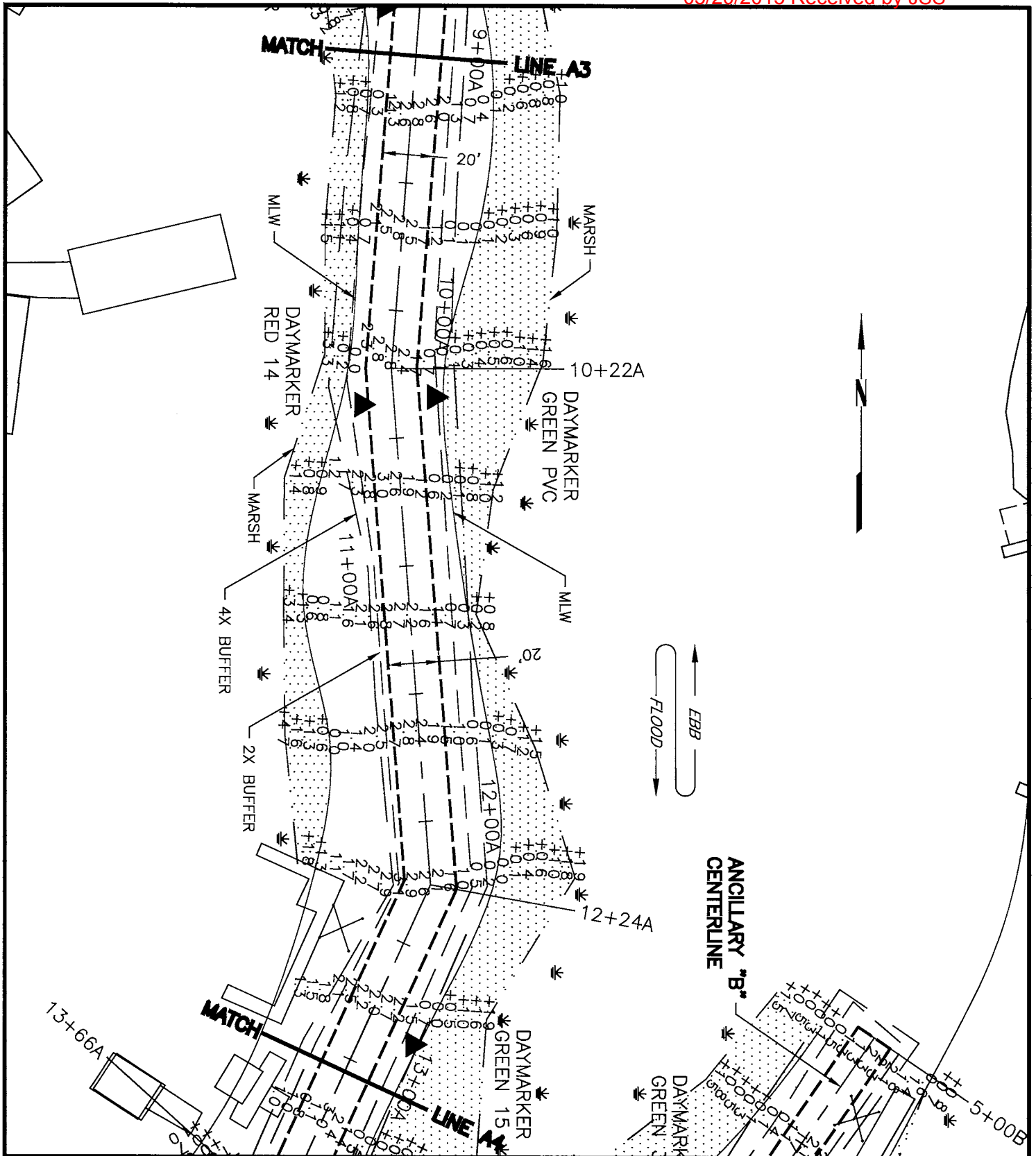
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 5 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

# PLAN VIEW ANCILLARY A

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

## PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

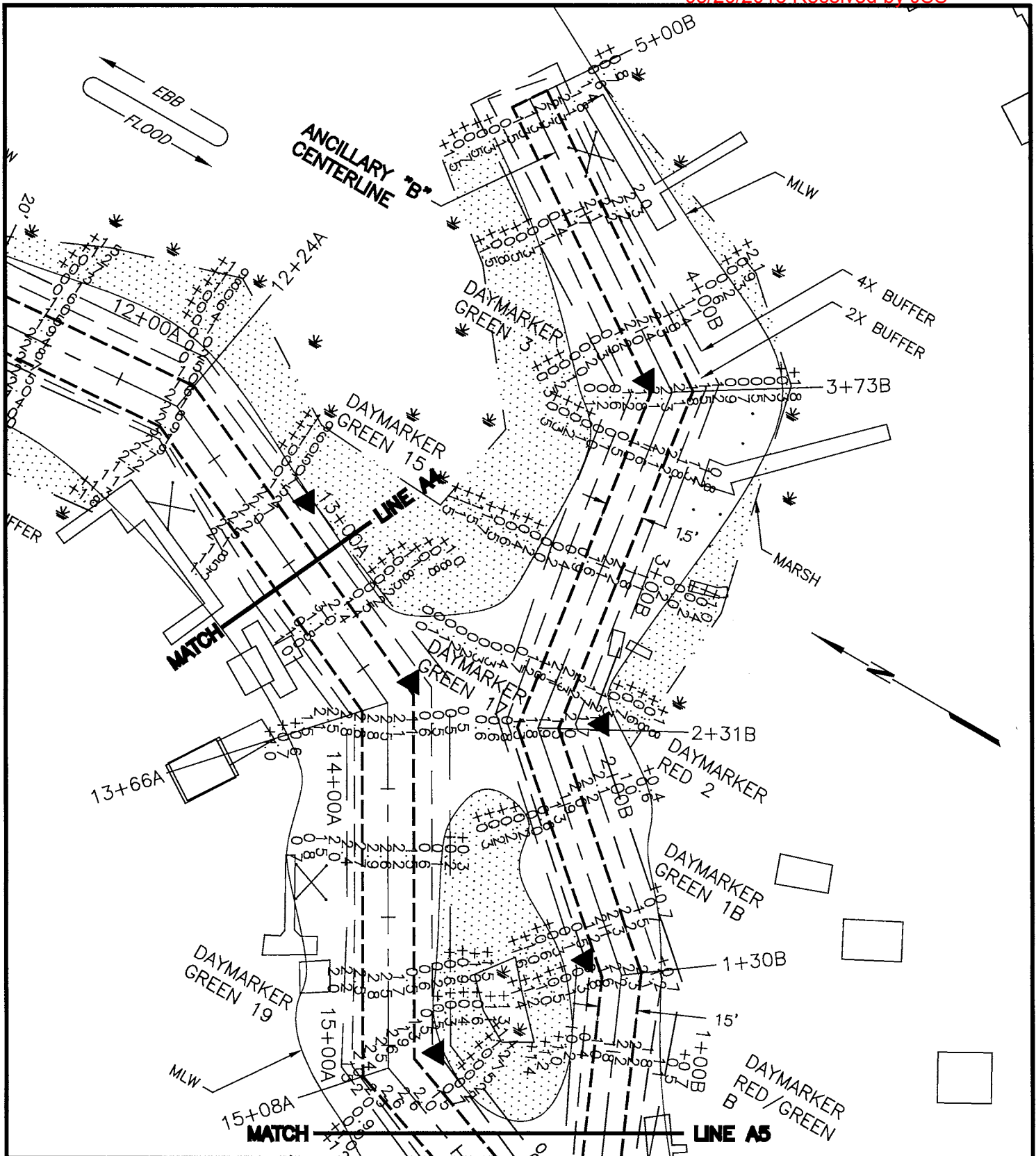
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 6 OF 28

RECEIVED  
MAY 20 2015

MARINE RESOURCES  
COMMISSION



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW+0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST

### PLAN VIEW ANCILLARY A & B

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

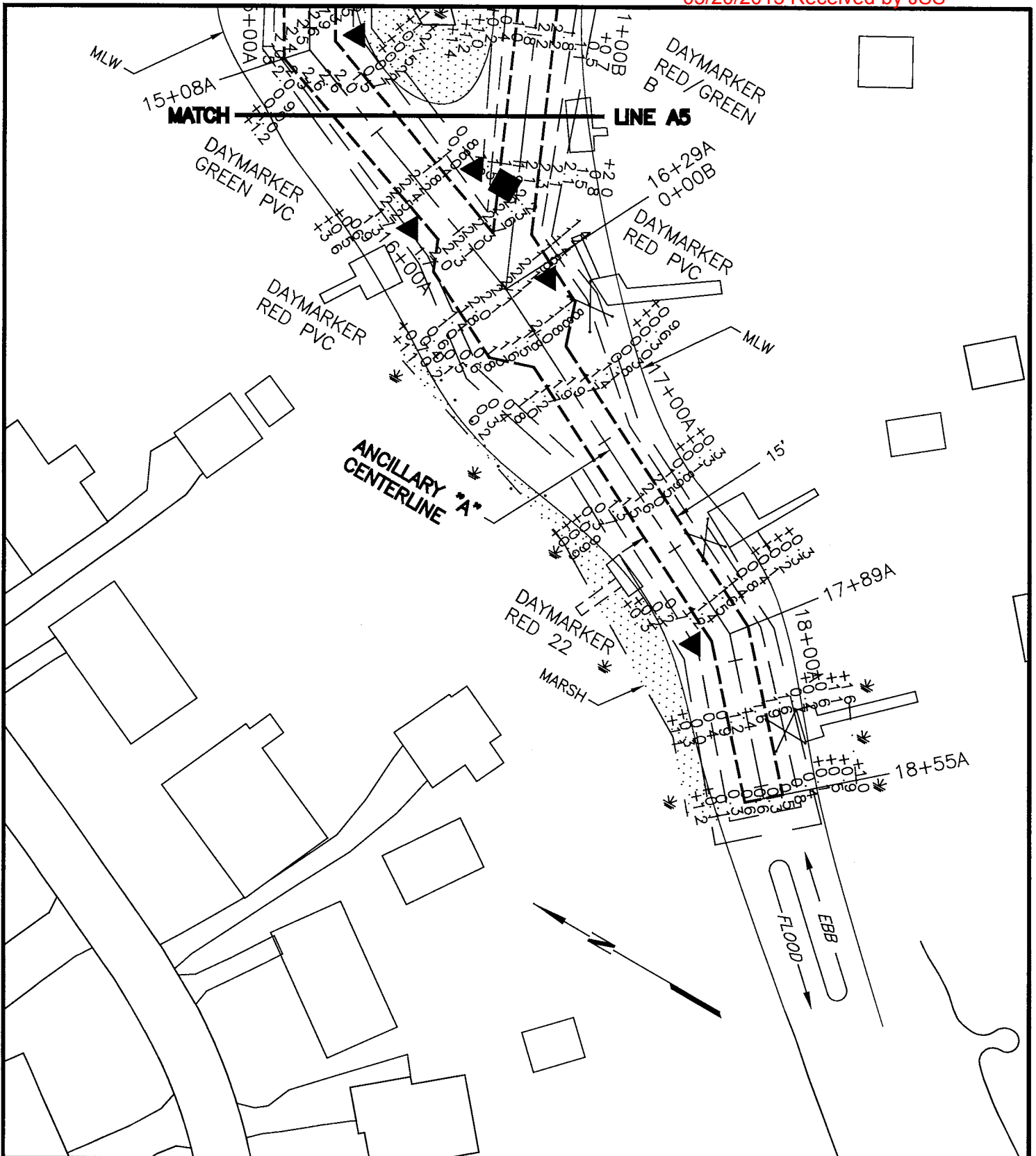
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 7 OF 28

MAY 20 2015

MARINE RESOURCE  
COMMISSION



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.0  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

# **PLAN VIEW ANCILLARY A & B**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

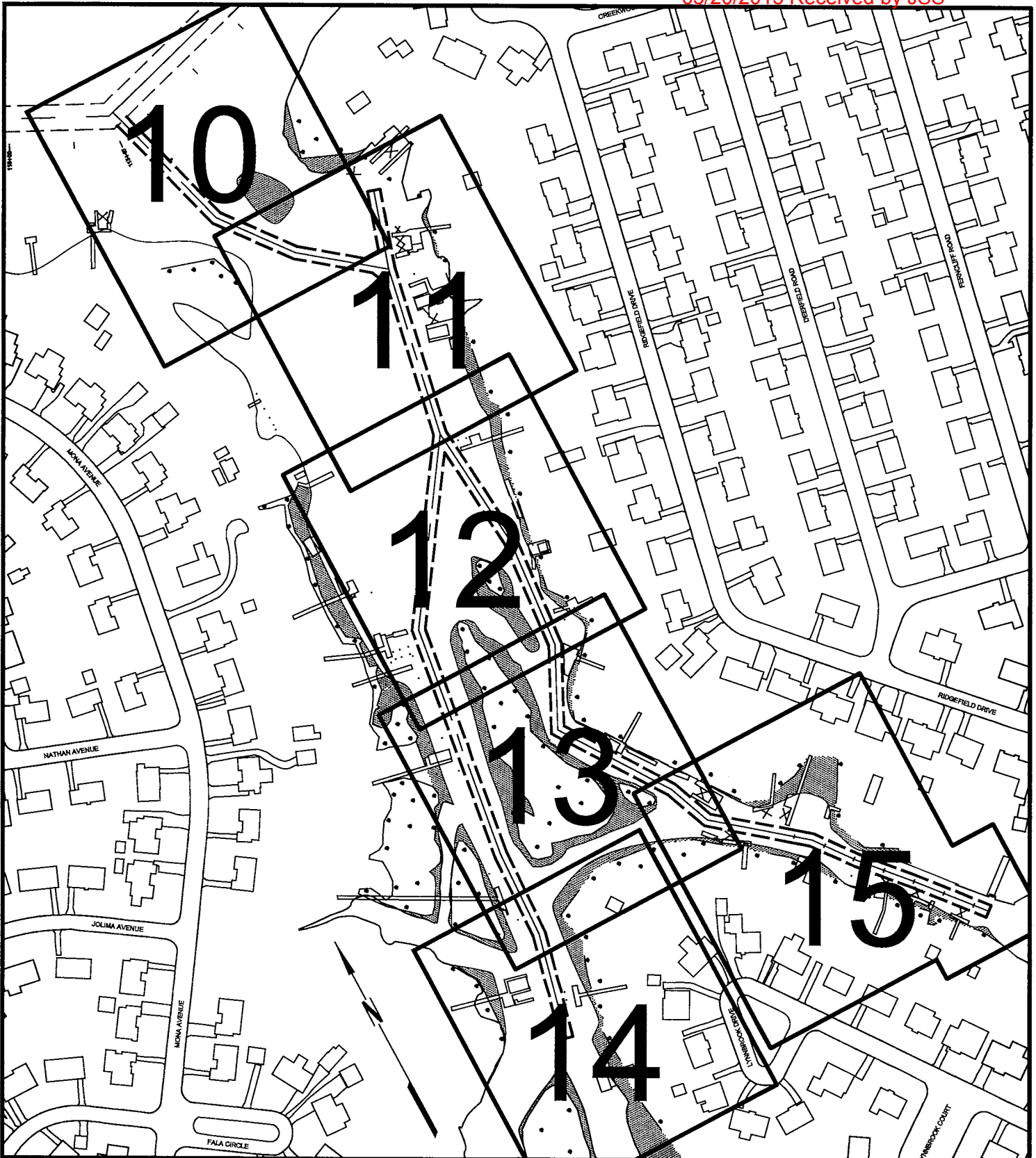
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

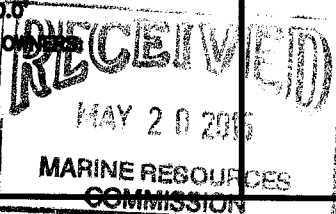
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 8 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST



### SHEET LAYOUT ANCILLARY C

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

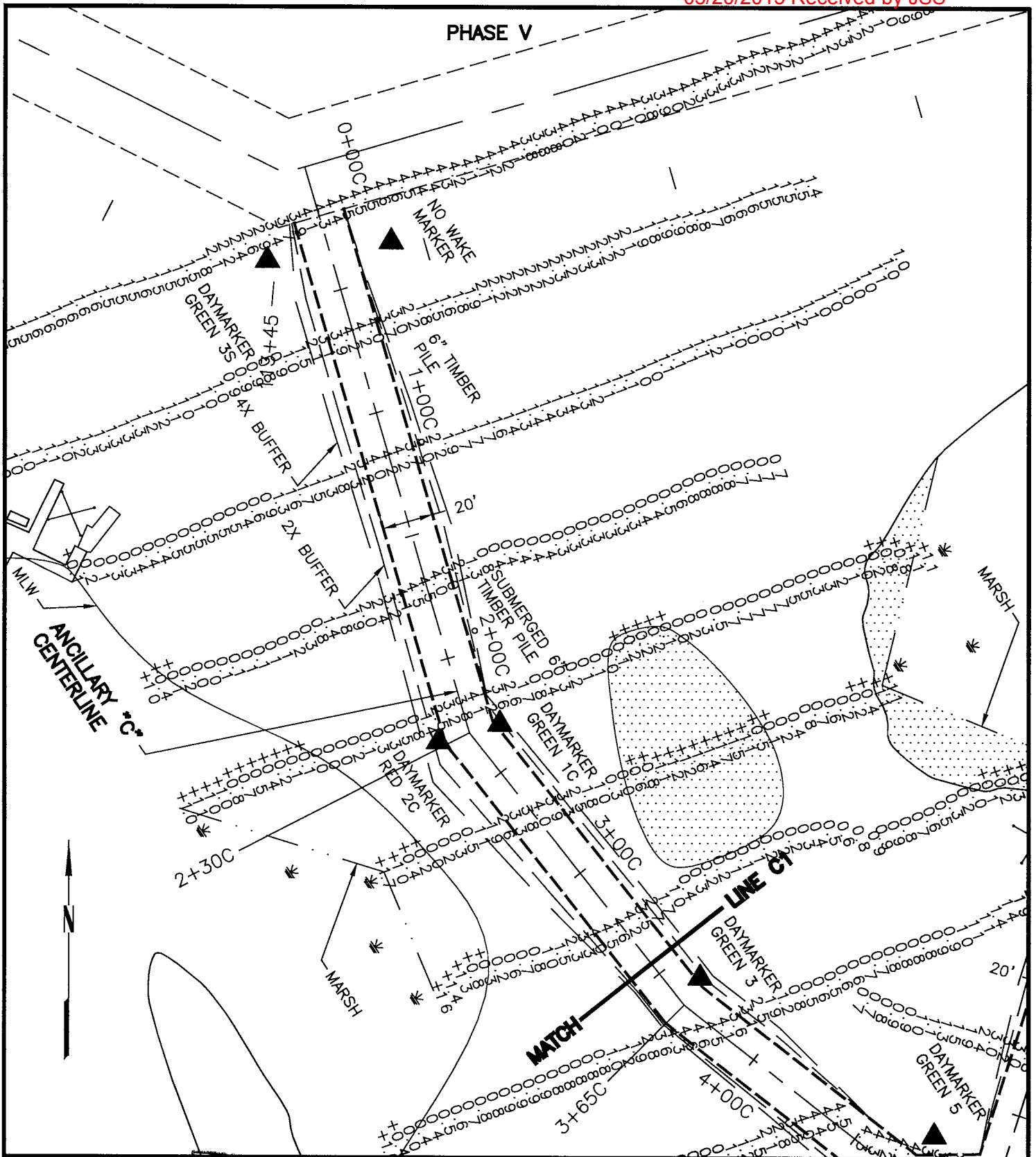
SCALE: 1"=200'

DATE: APRIL 21, 2015

SHEET 9 OF 28



PHASE V



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

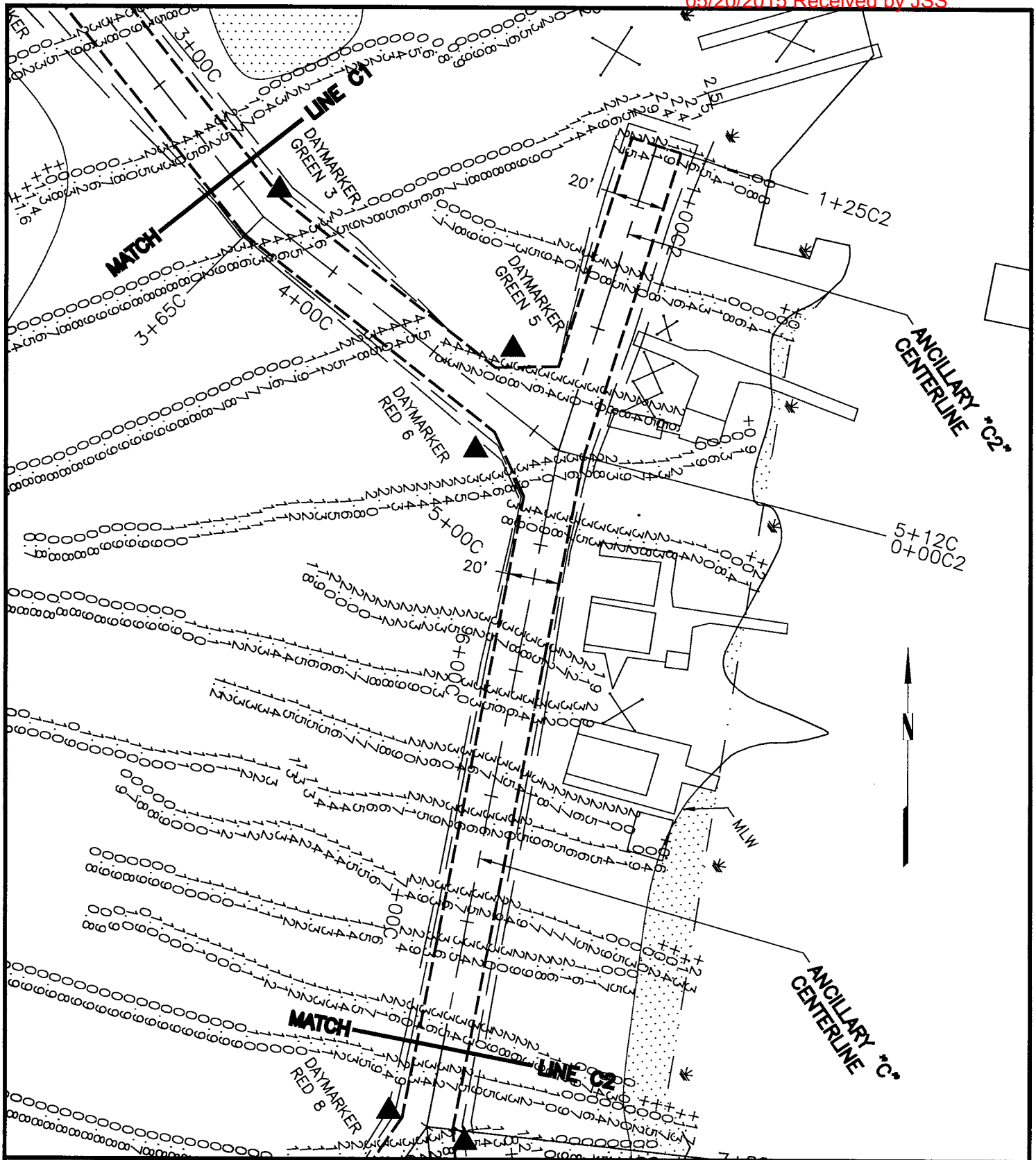
**PLAN VIEW  
ANCILLARY C**

PREPARED BY:  
*Waterway*  
Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

**PROPOSED DREDGING**

IN: PRETTY LAKE  
CITY: NORFOLK  
APPLICATION BY: CITY OF NORFOLK  
SCALE: 1"=50'  
SHEET 10 OF 28

STATE: VIRGINIA  
DATE: APRIL 21, 2015



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW+0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST

RECEIVED  
MAY 20 2015  
MARINE RESOURCE  
COMMISSION

# PLAN VIEW ANCILLARY C & C2

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

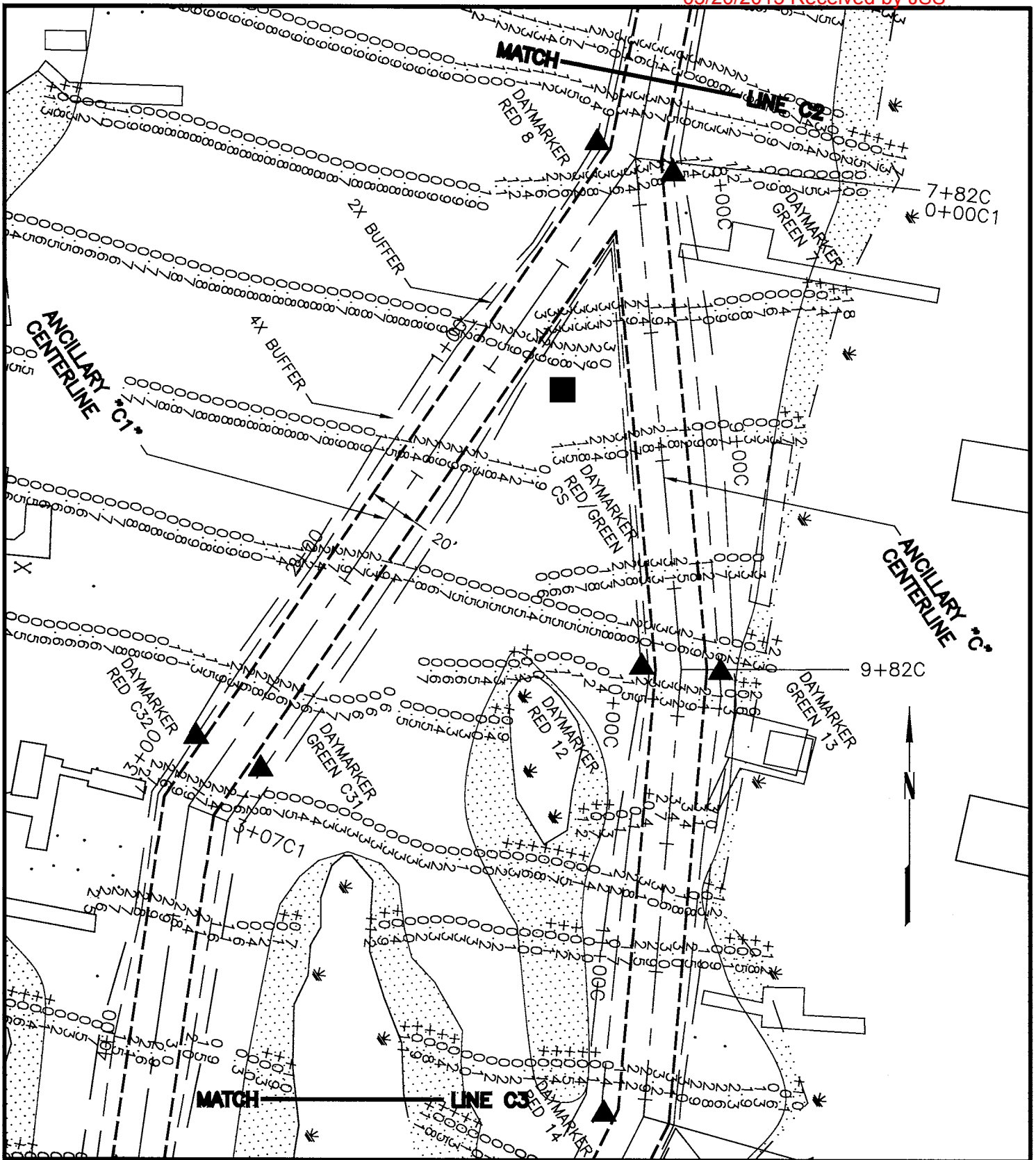
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 11 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.5  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

**PLAN VIEW  
ANCILLARY C & C1**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

**PROPOSED DREDGING**

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

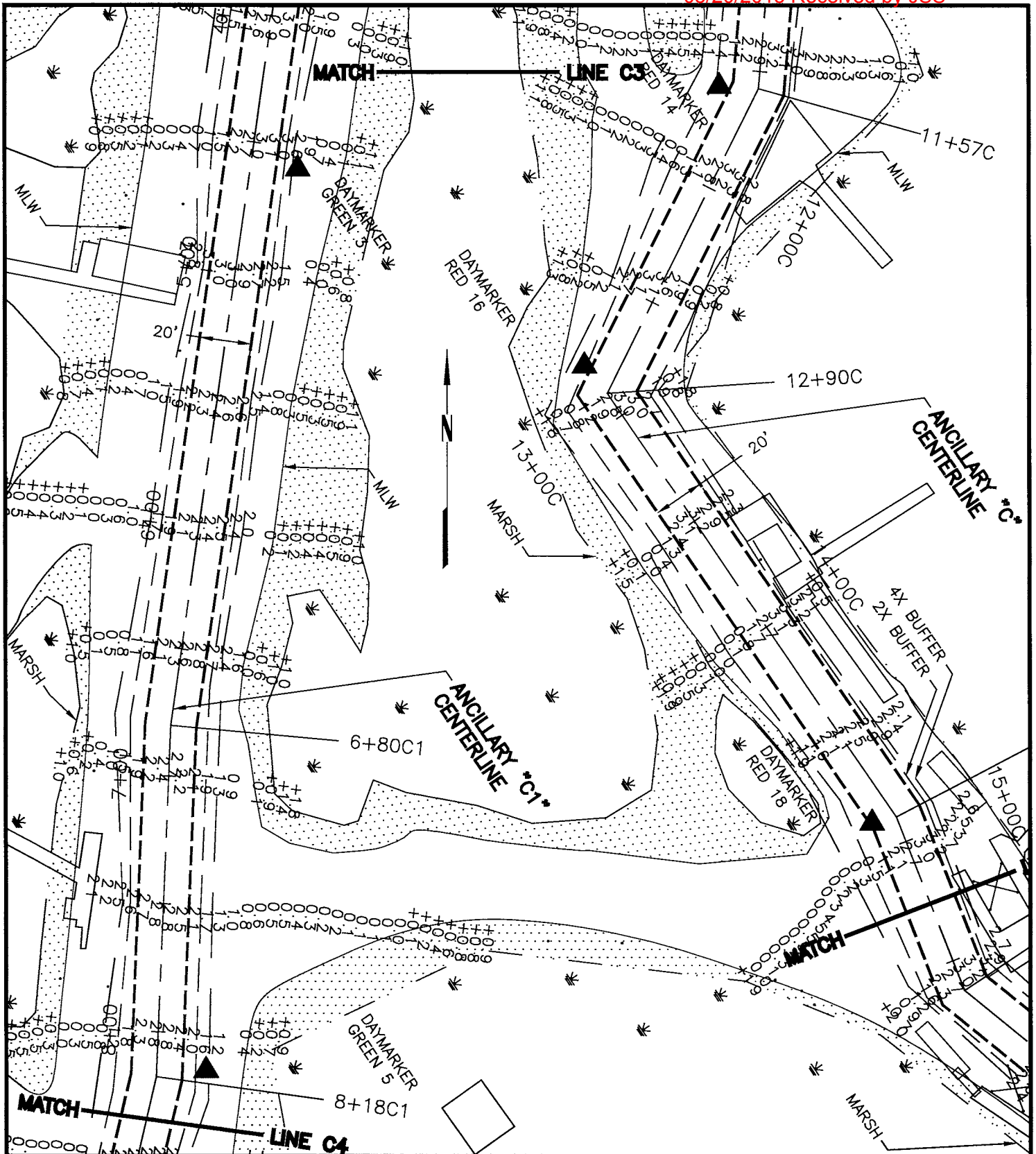
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

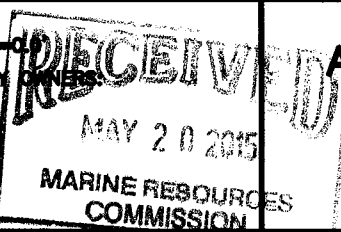
DATE: APRIL 21, 2015

SHEET 12 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-CL  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST



# PLAN VIEW ANCILLARY C & C1

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

## PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

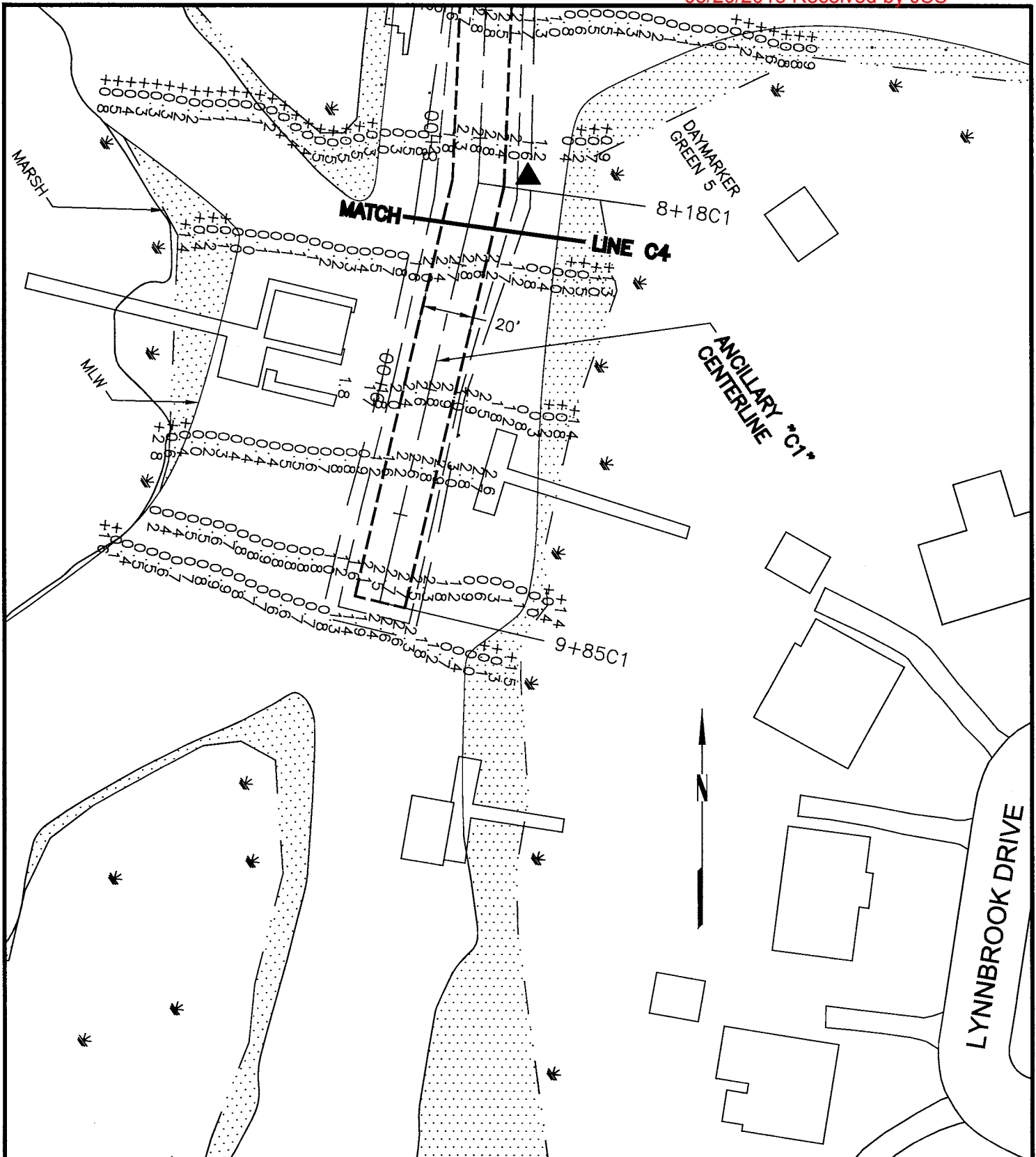
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 13 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

**PLAN VIEW  
ANCILLARY C1**  
PREPARED BY:

*Waterway*  
Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

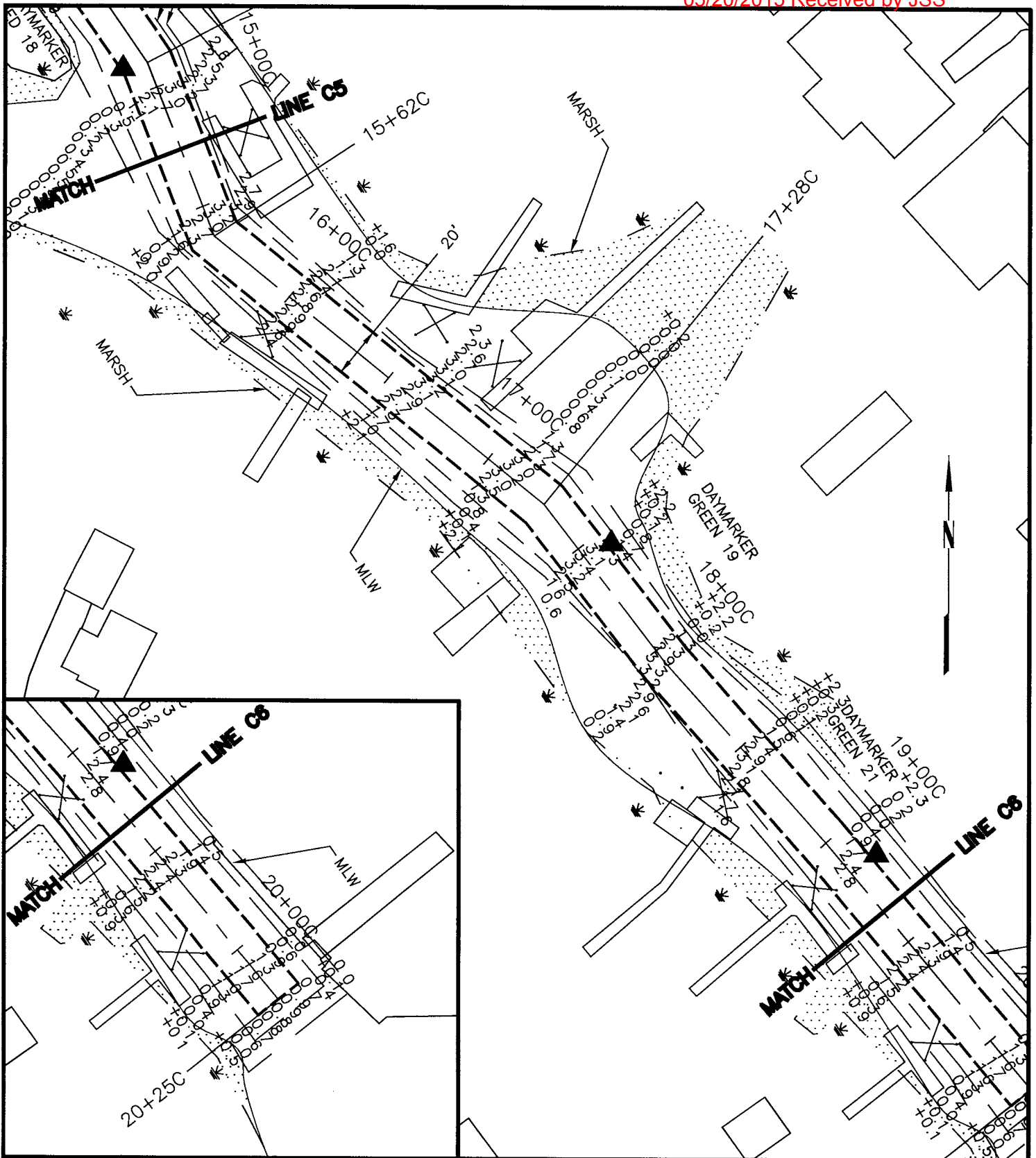
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

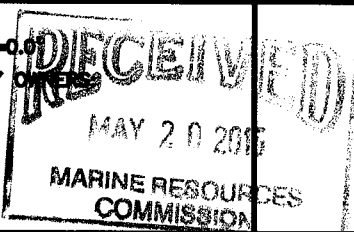
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 14 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.0  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST



**PLAN VIEW  
ANCILLARY C**  
PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

**PROPOSED DREDGING**

IN: PRETTY LAKE

CITY: NORFOLK

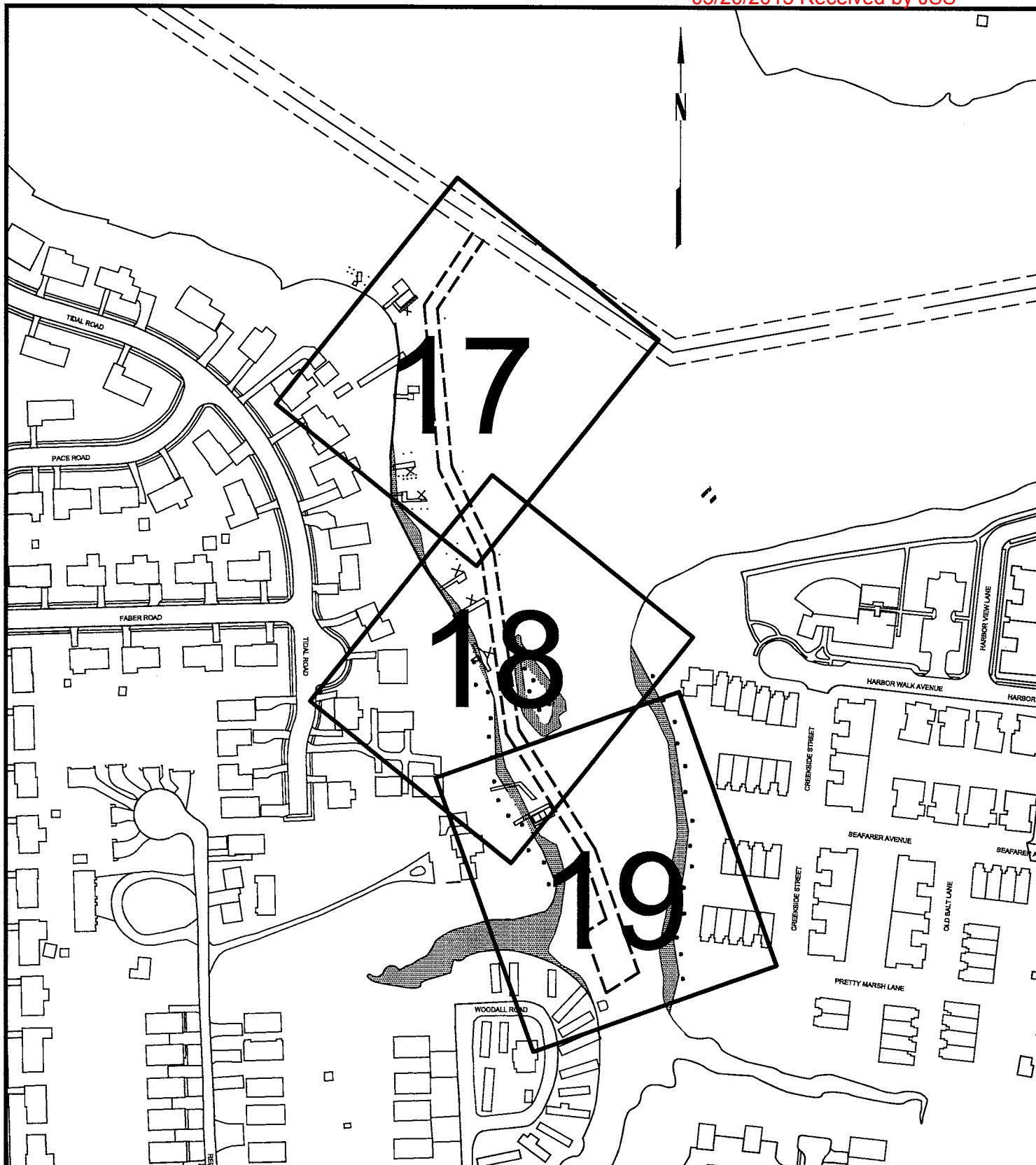
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 15 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

# SHEET LAYOUT ANCILLARY D

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

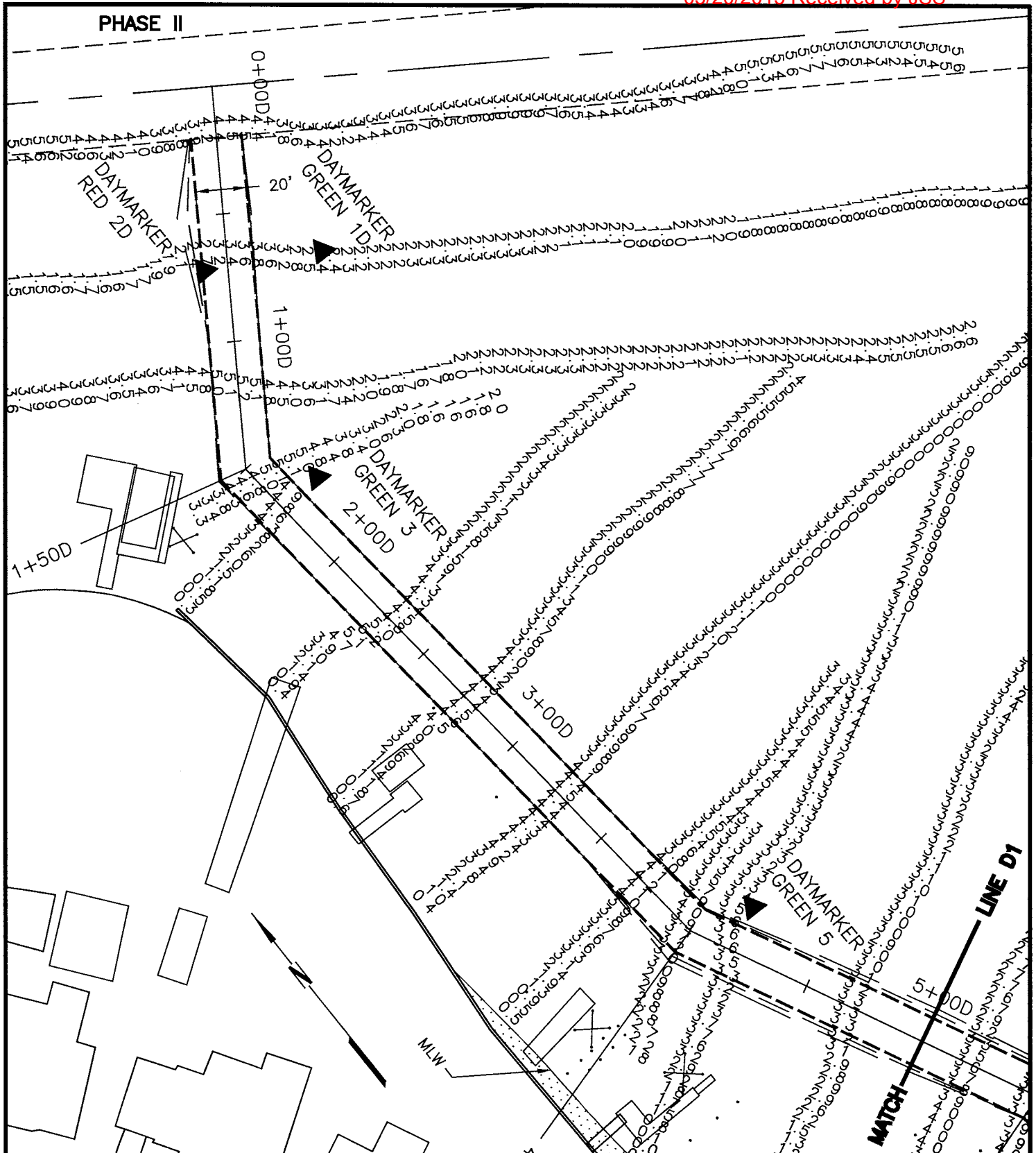
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=200'

DATE: APRIL 21, 2015

SHEET 16 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

**PLAN VIEW  
ANCILLARY D**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

**PROPOSED DREDGING**

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

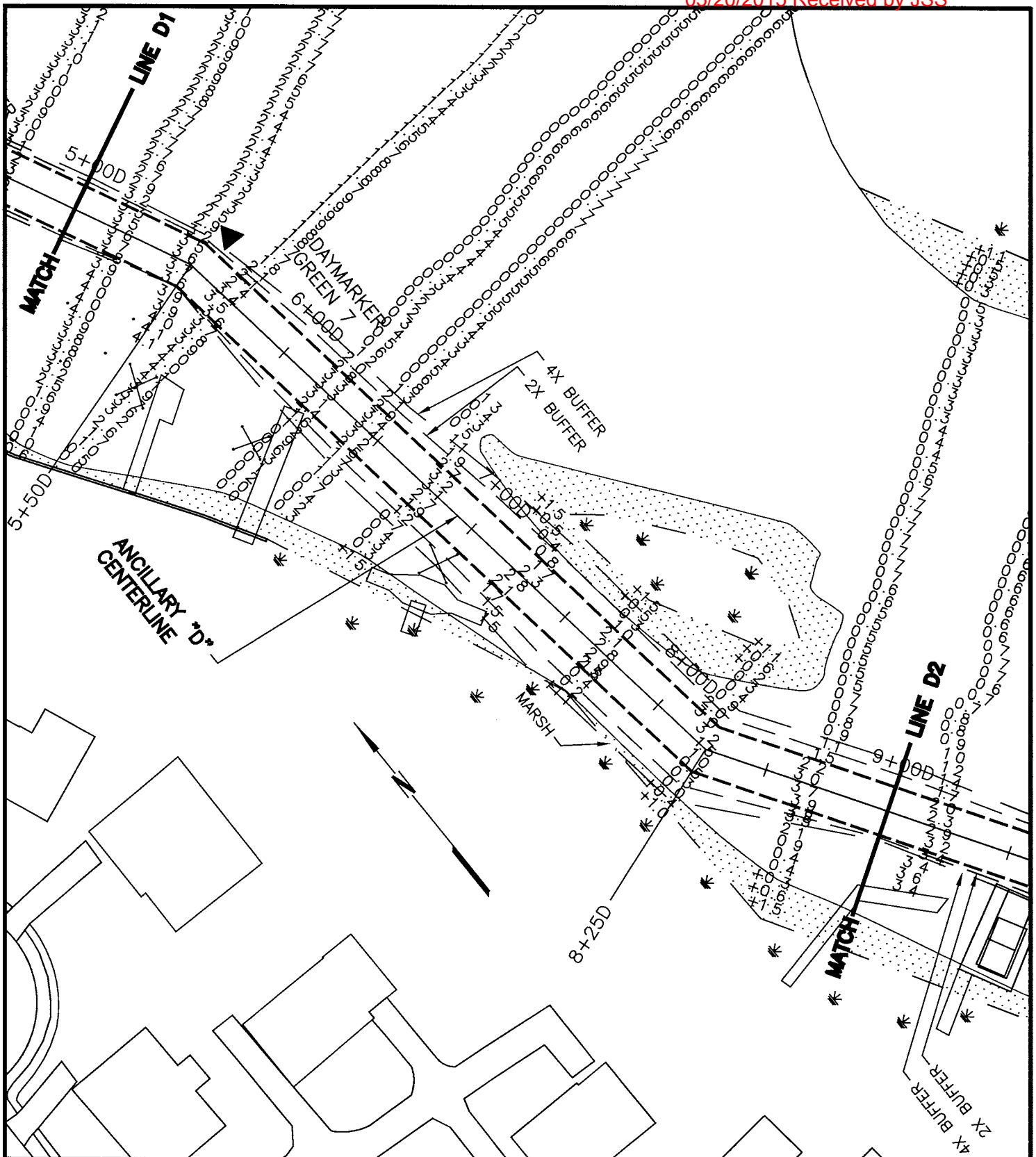
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 17 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

### PLAN VIEW ANCILLARY D

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

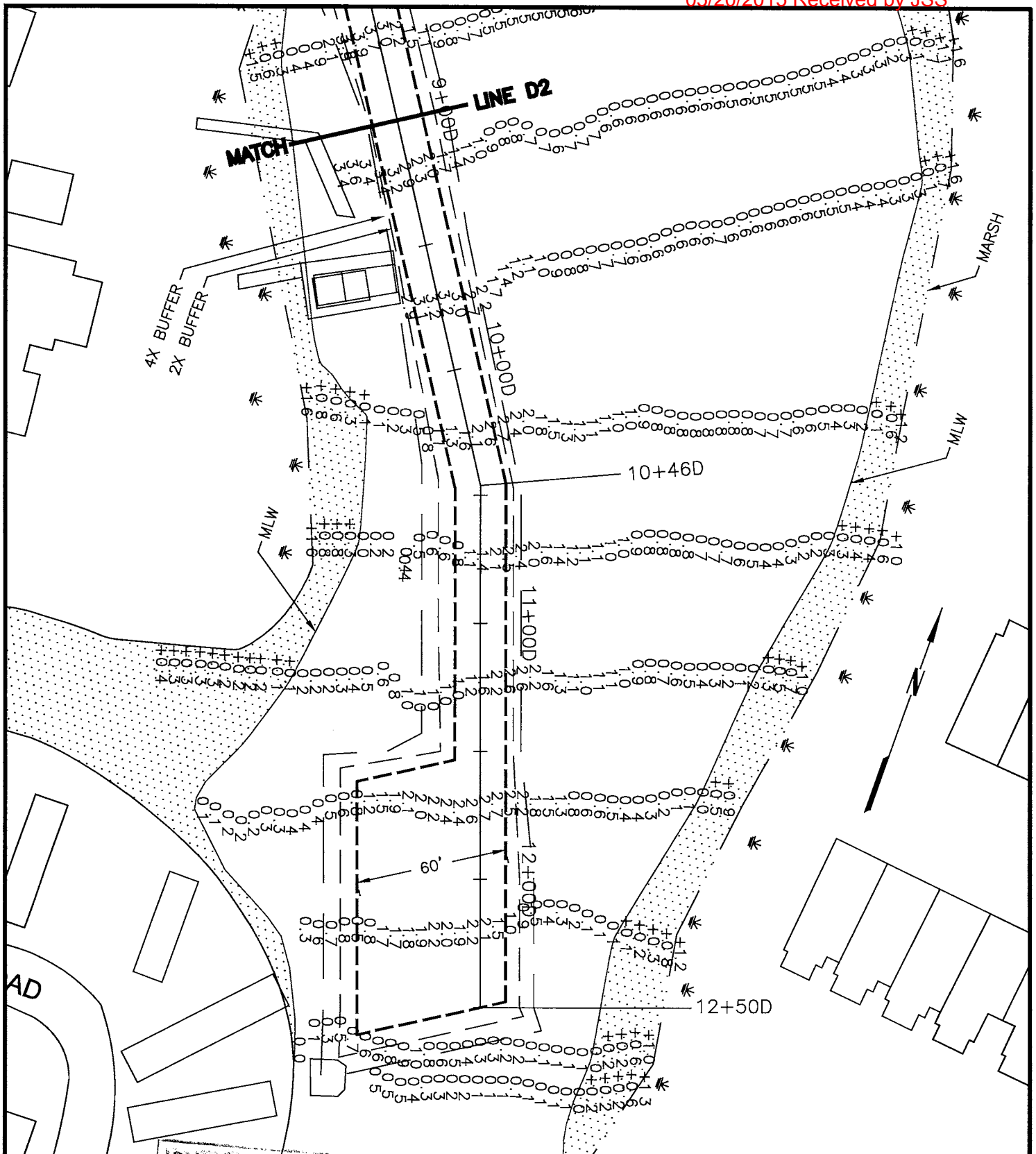
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

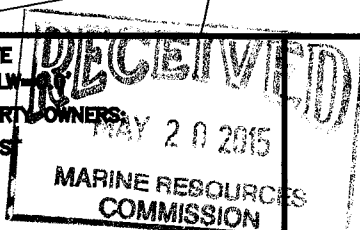
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 18 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST



### PLAN VIEW ANCILLARY D

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

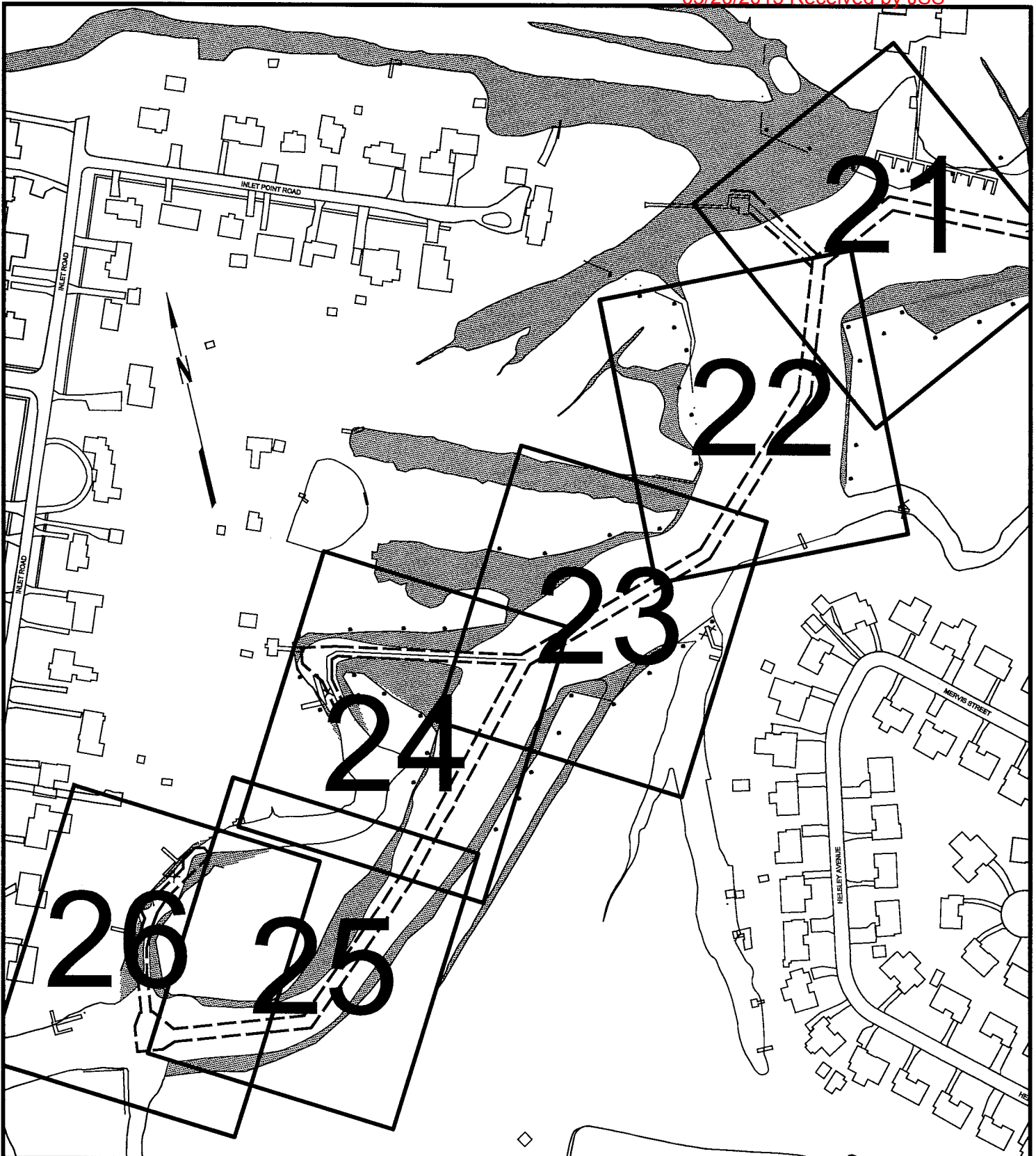
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

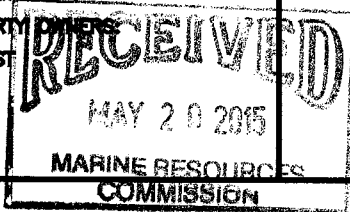
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 19 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW - 0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST



## SHEET LAYOUT ANCILLARY E

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

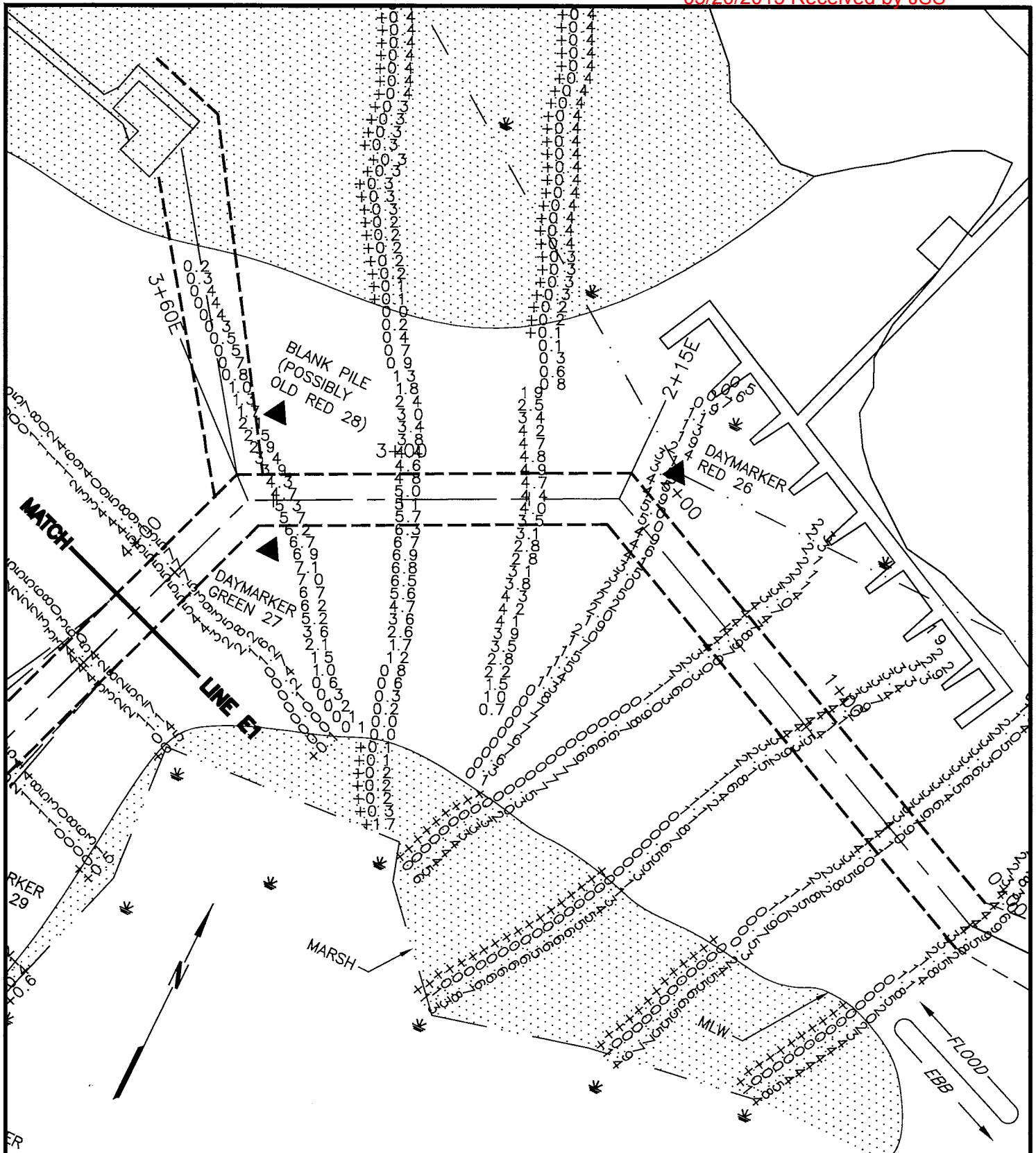
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=200'

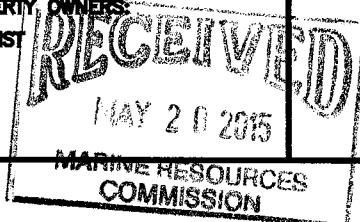
DATE: APRIL 21, 2015

SHEET 20 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST



## PLAN VIEW ANCILLARY E

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

## PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

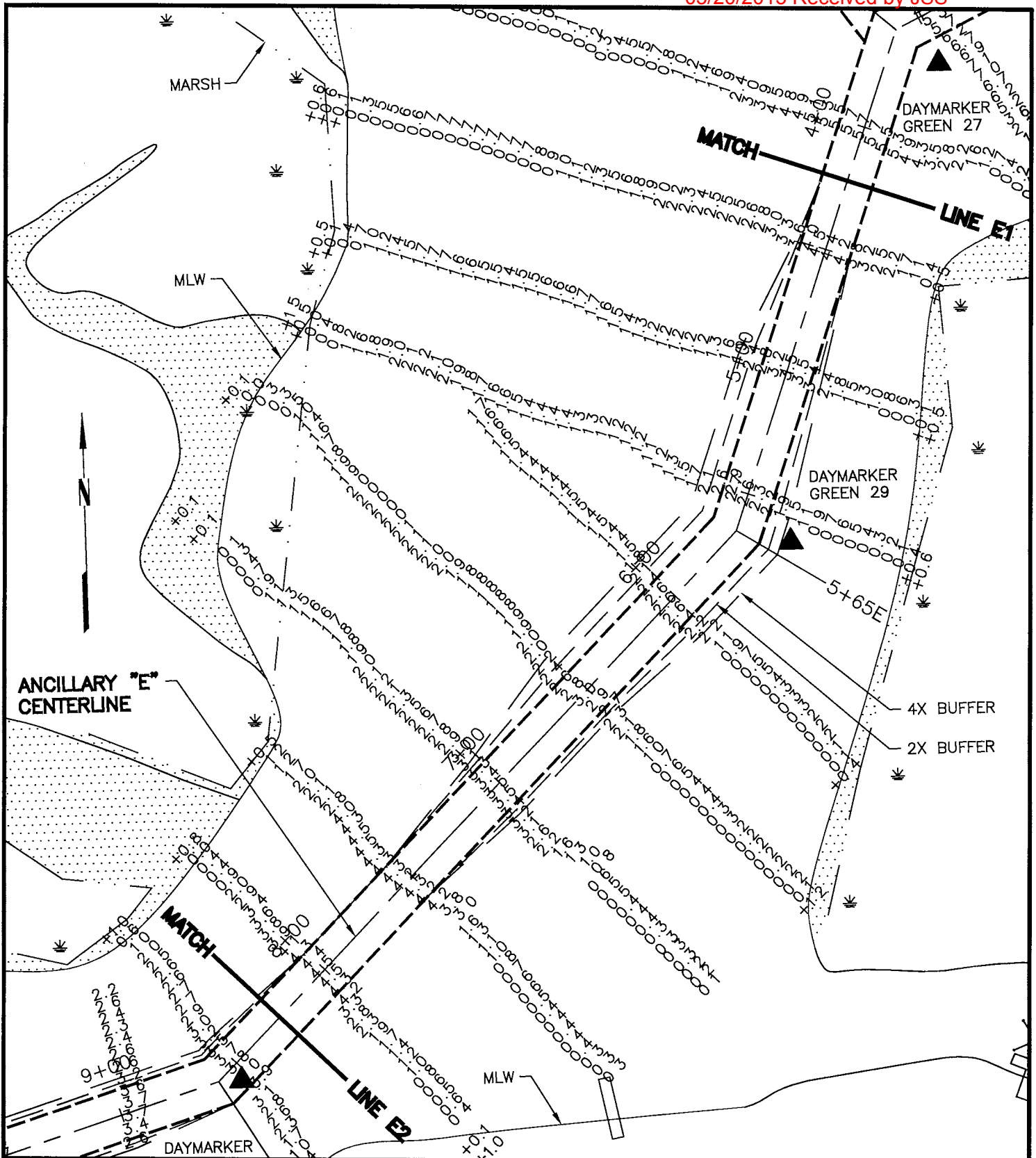
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 21 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW-0.0'

ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

### PLAN VIEW ANCILLARY E

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

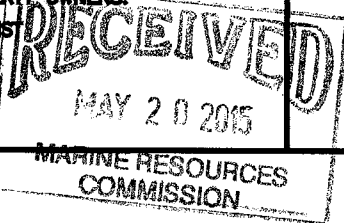
STATE: VIRGINIA

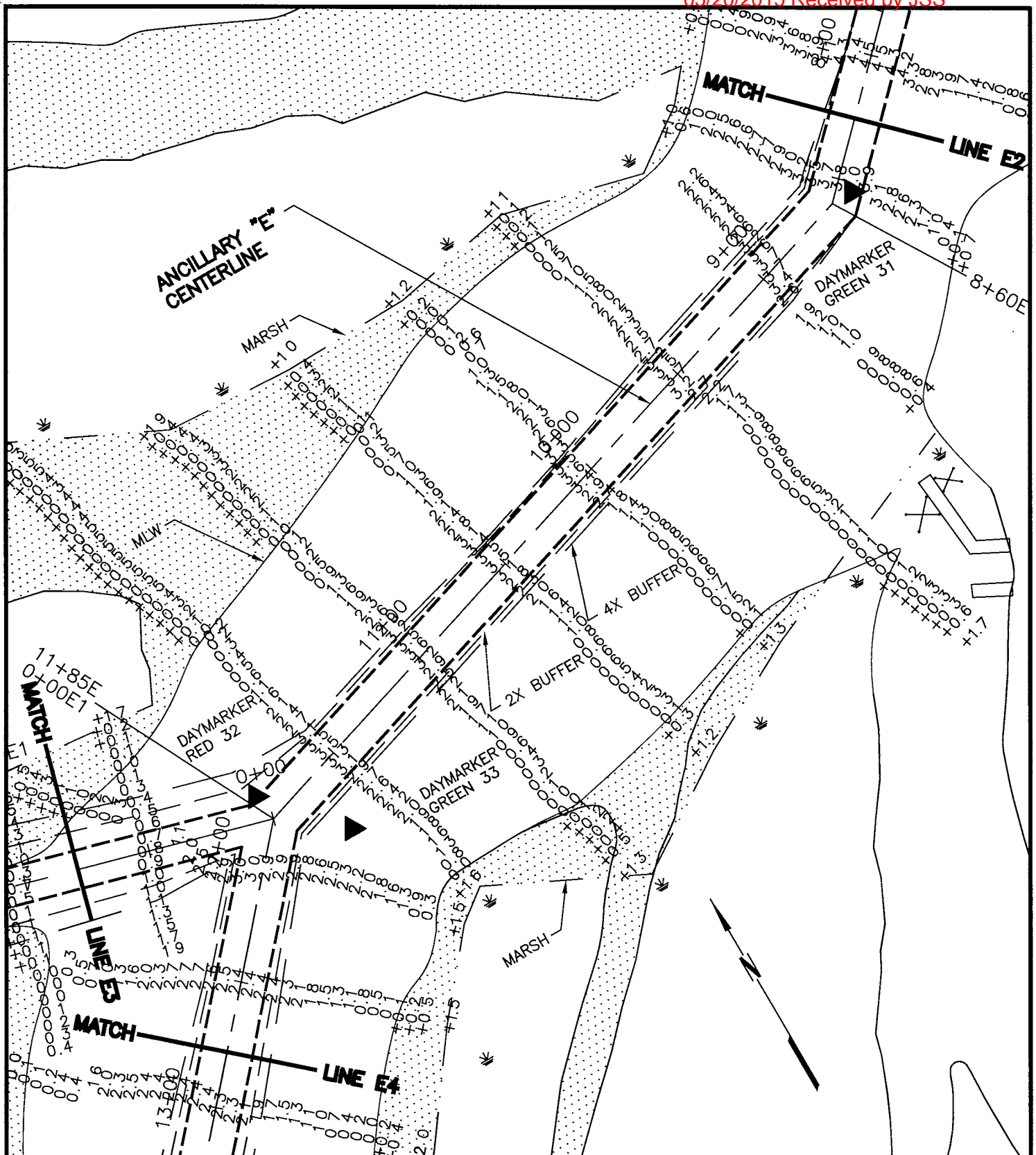
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 22 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED

RECEIVED  
MAY 20 2015

MARINE RESOURCES  
COMMISSION

## PLAN VIEW ANCILLARY E

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

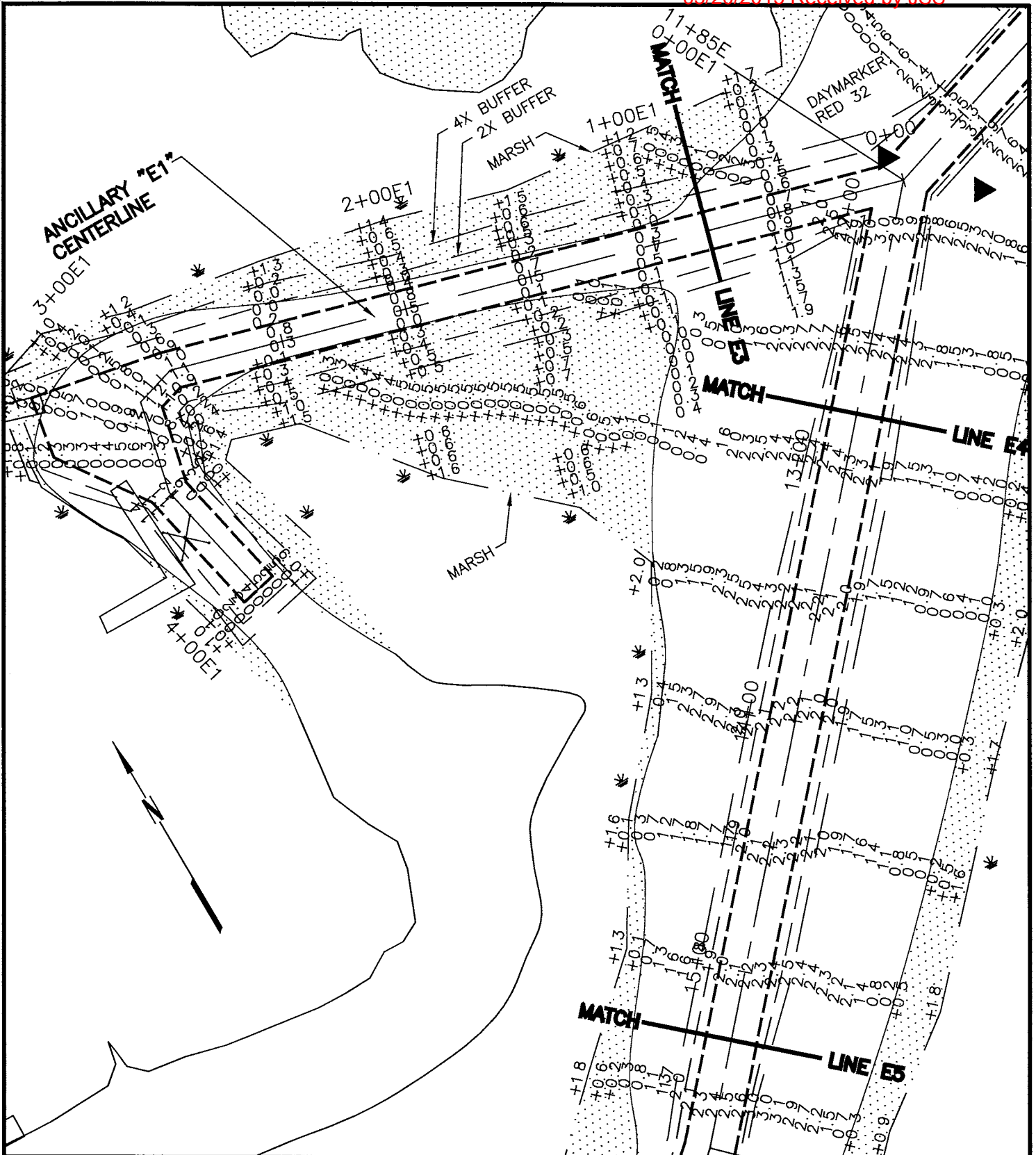
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

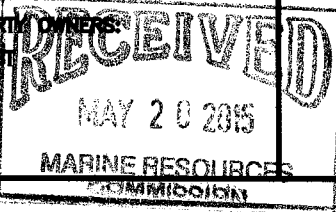
SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 23 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST



# PLAN VIEW ANCILLARY E & E1

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

## PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

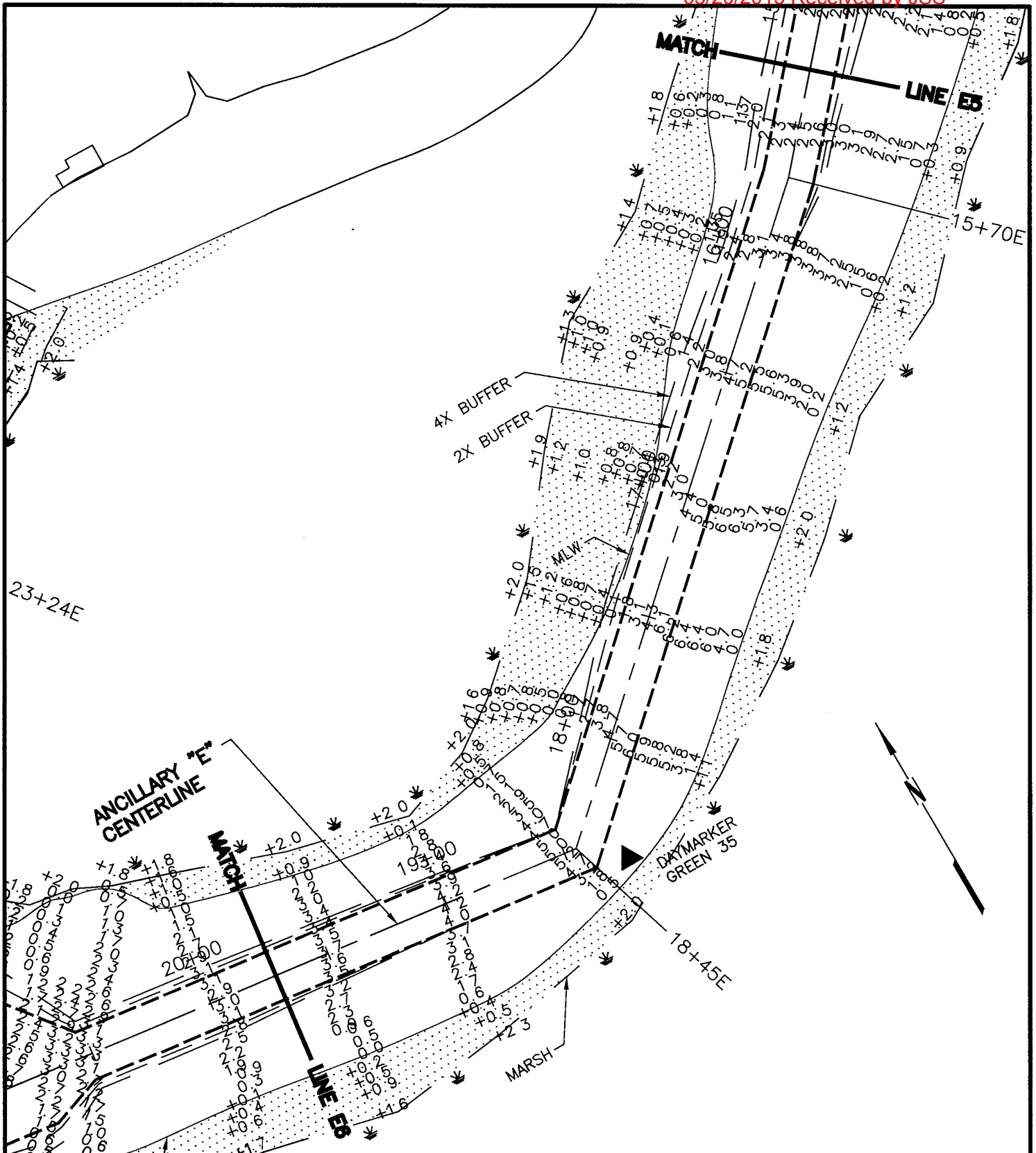
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 24 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'

ADJACENT PROPERTY OWNERS  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015

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COMMISSION

# **PLAN VIEW ANCILLARY E & E1**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

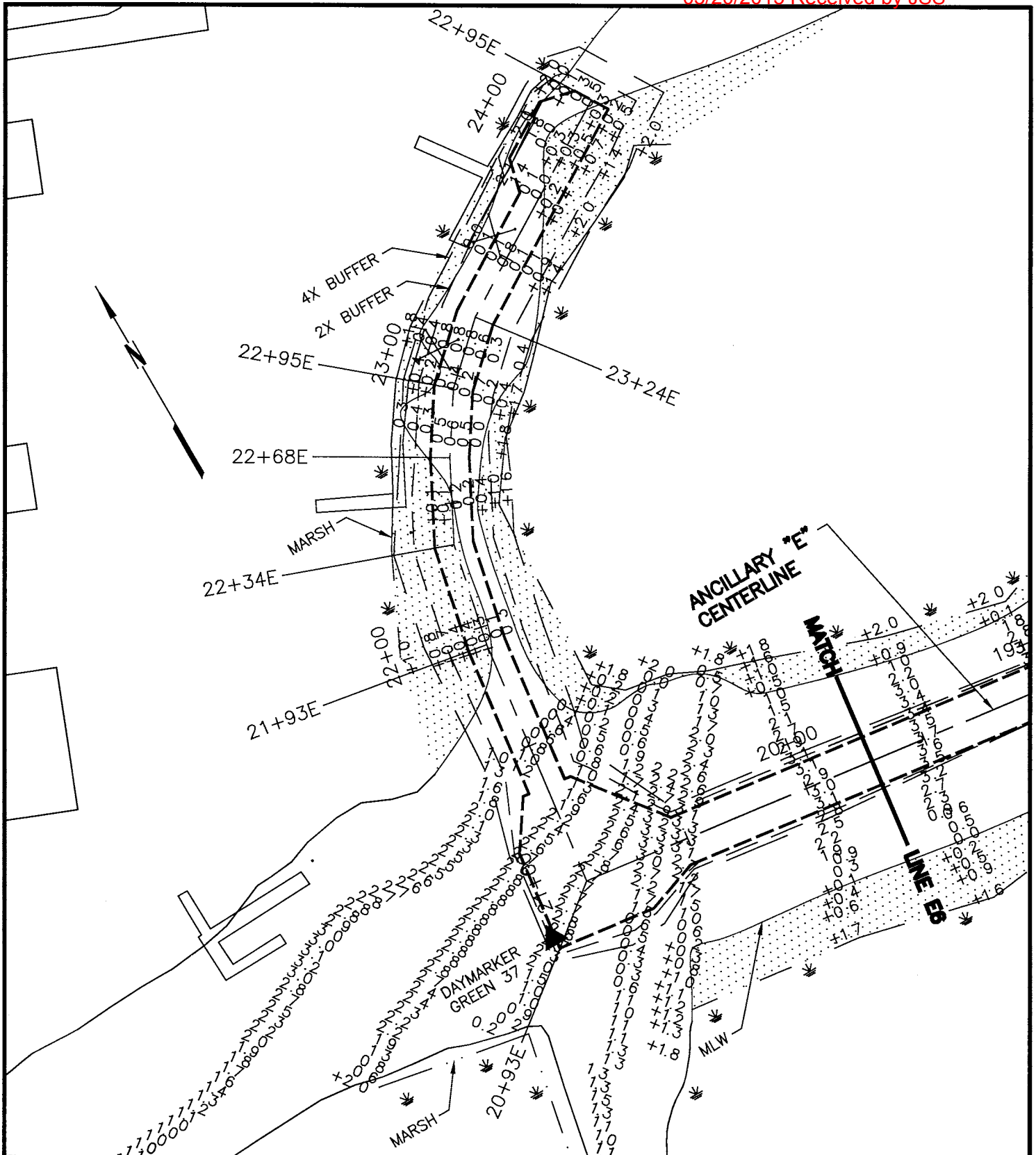
APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

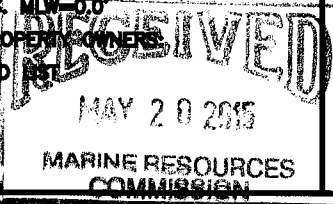
DATE: APRIL 21, 2015

SHEET 25 OF 28





PURPOSE: PRIVATE  
DATUM: N.O.S. MHW=0.0'  
ADJACENT PROPERTY OWNERS  
SEE ATTACHED SET



**PLAN VIEW  
ANCILLARY E**

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

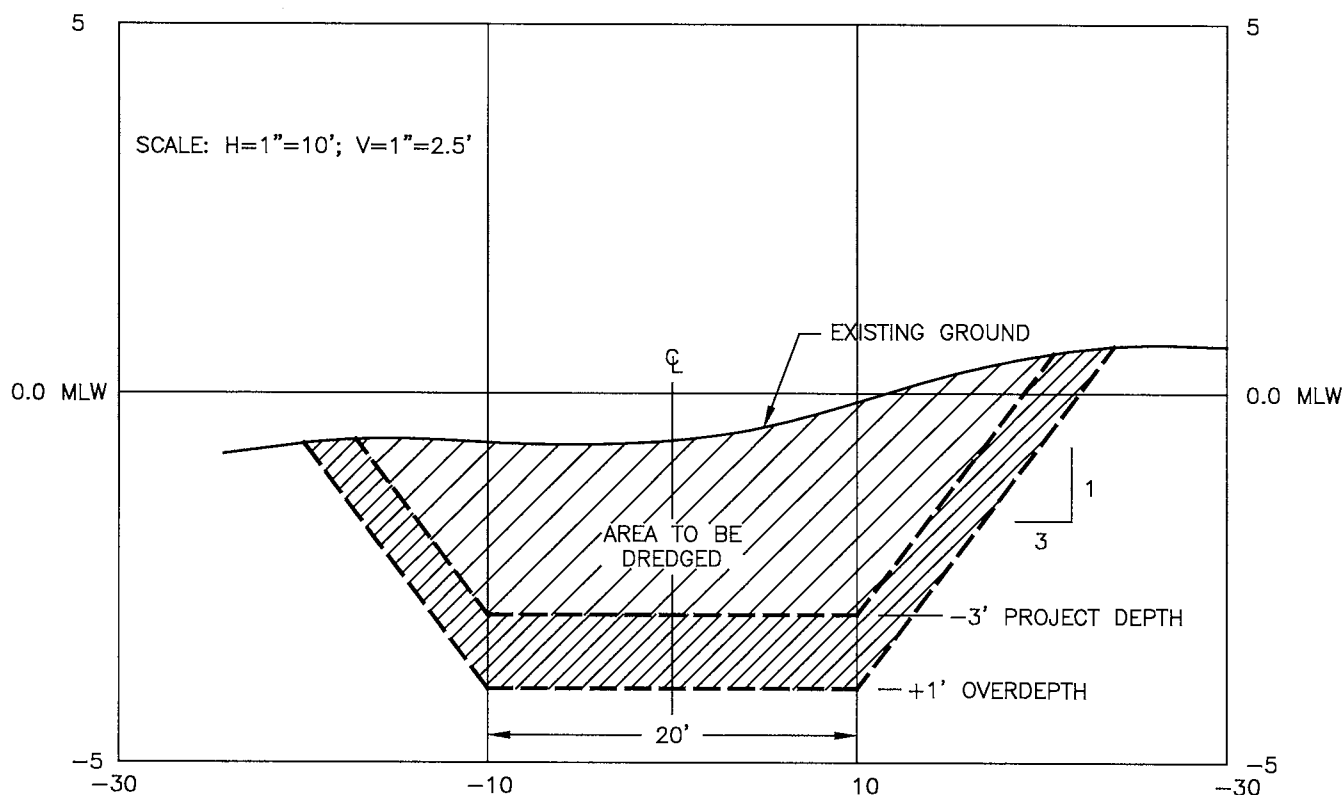
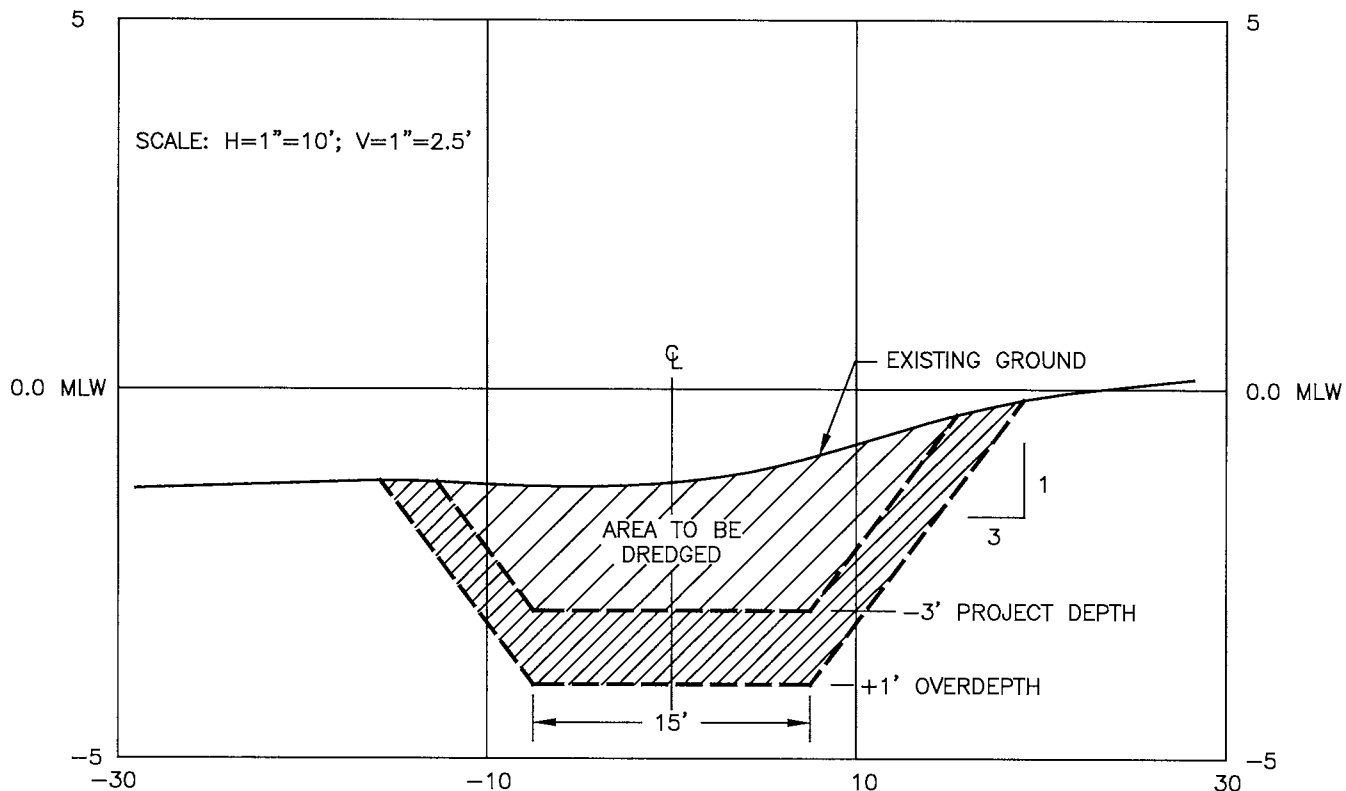
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=50'

DATE: APRIL 21, 2015

SHEET 26 OF 28



PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'  
ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

**RECEIVED**  
MAY 20 2015  
MARINE RESOURCES  
COMMISSION

## CROSS SECTIONS

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

## PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

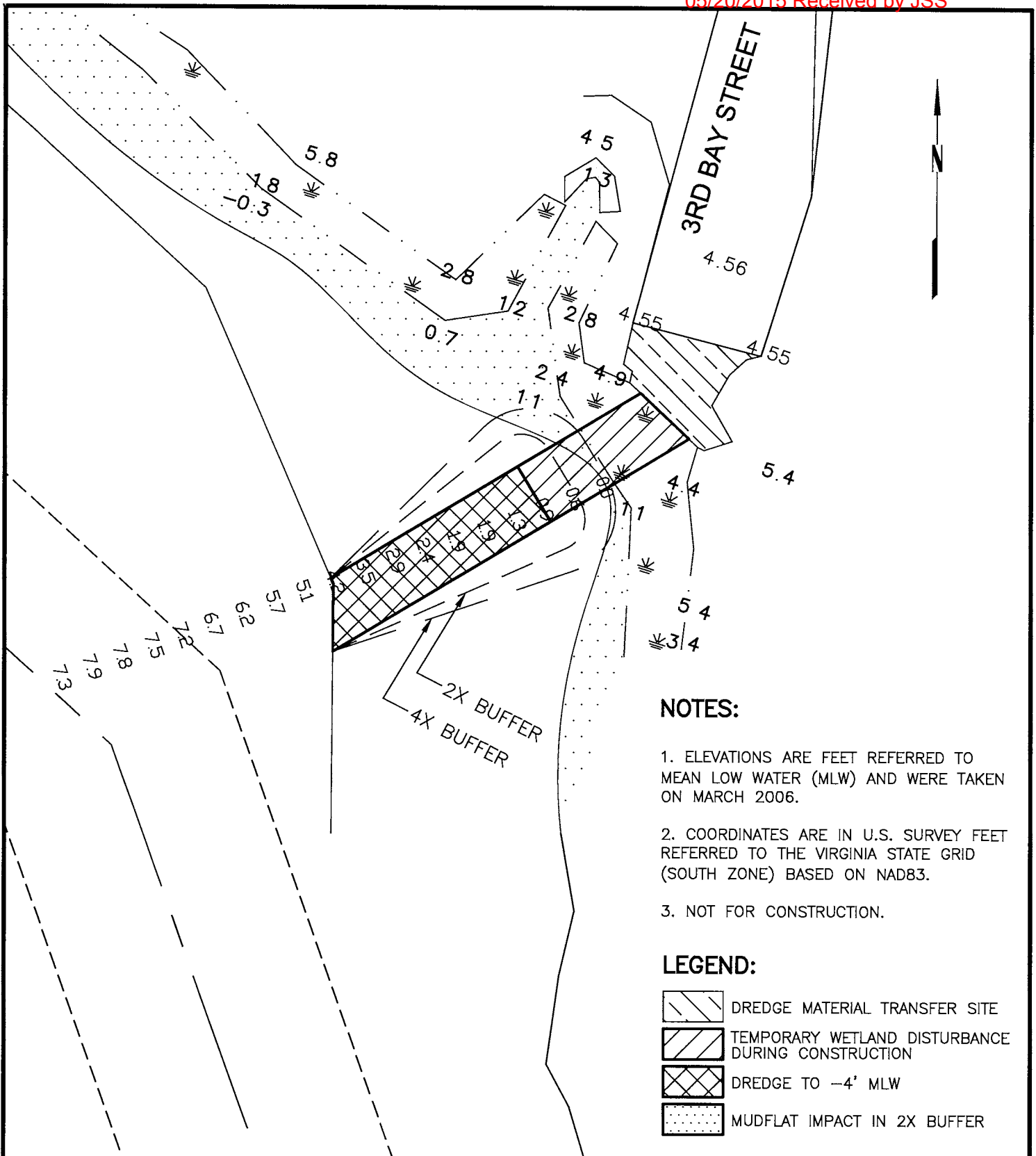
STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=10'

DATE: APRIL 21, 2015

SHEET 27 OF 28



#### NOTES:

1. ELEVATIONS ARE FEET REFERRED TO MEAN LOW WATER (MLW) AND WERE TAKEN ON MARCH 2006.
2. COORDINATES ARE IN U.S. SURVEY FEET REFERRED TO THE VIRGINIA STATE GRID (SOUTH ZONE) BASED ON NAD83.
3. NOT FOR CONSTRUCTION.

#### LEGEND:

- DREDGE MATERIAL TRANSFER SITE
- TEMPORARY WETLAND DISTURBANCE DURING CONSTRUCTION
- DREDGE TO -4' MLW
- MUDFLAT IMPACT IN 2X BUFFER

PURPOSE: PRIVATE  
DATUM: N.O.S. MLW=0.0'

ADJACENT PROPERTY OWNERS:  
SEE ATTACHED LIST

MAY 20 2015

MARINE RESOURCES  
COMMISSION

### PLAN VIEW STAGING AREA

PREPARED BY:

*Waterway*

Surveys & Engineering, Ltd.  
Virginia Beach, Virginia

#### PROPOSED DREDGING

IN: PRETTY LAKE

CITY: NORFOLK

STATE: VIRGINIA

APPLICATION BY: CITY OF NORFOLK

SCALE: 1"=20'

DATE: APRIL 21, 2015

SHEET 28 OF 28

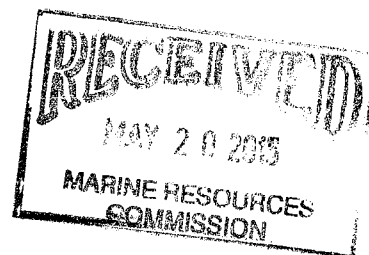


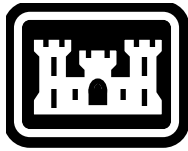
**Maintenance Dredging – Pretty Lake Ancillary Channels**

**Impact Analysis Table**

**April, 2015**

<b>Ancillary Section</b>	<b>Volume -4 ft MLW</b>	<b>Dredging Area 2x Buffer</b>	<b>Impacts – Non Veg. 2x Buffer</b>	<b>Impacts Veg– 4x Buffer</b>
A	4,140 cy	62,140 sf	0 sf	0 sf
B	980 cy	12,560 sf	0 sf	0 sf
C	3,835 cy	85,985 sf	0 sf	0 sf
D	1,885 cy	36,630 sf	0 sf	0 sf
E	2,615 cy	61,400 sf	3,250 sf	0 sf
E1	1,470 cy	13,770 sf	2,045 sf	0 sf
Staging Area	75 cy	600 sf	0 sf	0 sf
<b>TOTAL</b>	15,000 cy	273,105 sf	5,295 sf	0 sf





**U.S. Army Corps  
Of Engineers**  
Norfolk District

Fort Norfolk, 803 Front Street  
Norfolk, Virginia 23510-1096

**CENAO-REG  
13-RP-02**

## **REGIONAL PERMIT**

**Effective Date: August 14, 2013**

**Expiration Date: August 14, 2018**

### **I. AUTHORIZED ACTIVITIES:**

13-RP-02, Regional Permit 2, authorizes both new and maintenance dredging (channels and basins) for certain navigationally-related recreational and commercial dredging projects, by either mechanical or hydraulic method, in navigable waters of the United States. In addition, minor non-navigation related dredging/excavation, and its associated discharges of fill in non-tidal, non-navigable waters is also authorized. This regional permit authorizes these activities within the geographical limits of the Commonwealth of Virginia under the regulatory jurisdiction of the Norfolk District Army Corps of Engineers (Corps), subject to the terms and conditions further set out herein:

#### **1. Maintenance Dredging for Previously Authorized Projects:**

- a. Applicants must document that a previous Department of the Army permit was issued in the past for the same project area proposed for maintenance dredging.
- b. Maintenance dredging is limited to the removal of material at a depth no deeper than the current authorized dredge depth.
- c. Areas to be dredged and dredged depths shall not exceed those specified by the most recent Department of the Army permit.

#### **2. New Dredging in Navigable Waters:**

- a. The dredging authorized by this permit will not exceed a surface area of two (2) acres calculated by the length of the area to be dredged times the top width of the area to be dredged.
- b. The depth of dredging of access channels shall not exceed controlling depths of ingress/egress.
- c. Channels will have a bottom width of at least 20 feet except where the Corps determines that safe navigation will not be compromised. In those cases, a reduction in the minimum bottom width to 15 feet shall be allowed.
- d. Dredging is limited to areas below mean low water.
- e. No dredging of cobble habitat, intertidal mudflats, wetlands, shellfish beds, or submerged aquatic vegetation is authorized.

**3. Maintenance Dredging/Excavation of Non-tidal, Non-Navigable Waters Not Subject to the Exemption Under Section 404(f)(1)(c):**

The combined amount of non-navigation related dredge/excavated material and associated discharge of dredge or fill material in wetlands or waters of the United States (including any temporary discharges), cannot exceed 5,000 cubic yards, nor can the combined area of fill and dredge/excavation exceed a surface area of two (2) acres.

**II. AUTHORITIES:**

The people of the Commonwealth of Virginia are hereby authorized by the Secretary of the Army and the Chief of Engineers pursuant to Section 10 of the River and Harbors Act of 1899 ((33 U.S.C. § 403) and/or Section 404 of the Clean Water Act (33 U.S.C. § 1344) to perform the aforementioned work in tidal and nontidal navigable waters of the United States of the Commonwealth as further described herein and pursuant to the terms and conditions herein.

Activities receiving written authorization under this RP do not require further authorization under the provisions contained in 33 CFR Part 325 unless the District Engineer determines, on a case-by-case basis, that additional review is in the public interest. All work undertaken outside the following conditions, terms, and limitations will require separate Department of the Army authorization.

**III. STATE AND LOCAL APPROVALS:**

1. Prospective permittees may be required to obtain additional state and/or local approvals prior to commencement of work in waters of the United States from the Virginia Marine Resources Commission (VMRC) and/or the local wetlands board. You may contact the VMRC at (757) 247-2200 and/or local government office for further information concerning permit requirements.
2. The State Water Control Board provided conditional §401 Water Quality Certification for the 13-RP-02. Therefore, the activities that qualify for this RP meet the requirements of Department of Environmental Quality's (DEQ) Virginia Water Protection Permit Regulation, provided that the permittee abides by the §401 Water Quality Certification condition, below, and all of the terms and conditions of 13-RP-02.

**§401 Water Quality Certification Condition:** For new dredging projects in water body segments on the current effective Section 303(d) Total Maximum Daily Load (TMDL) priority list or water body segments with an approved TMDL, the prospective permittee must ensure that the proposed dredging will not exacerbate impairment of the water body segments and that the dredging is consistent with any waste load allocation, limit, or conditions imposed by an approved TMDL. Information regarding water bodies on the 303(d) priority list and approved TMDL's is available on the Department of

Environmental Quality's website at:

<http://www.deq.virginia.gov/Programs/Water/WaterQualityInformationTMDLs/TMDL/TMDLDevelopment/ApprovedTMDLReports.aspx>.

Maintenance dredging for previously authorized projects are exempt from this requirement provided that:

- a. A permit from the Norfolk District Corps for the initial dredging must have been received for the area proposed for maintenance dredging.
  - b. Maintenance dredging is limited to the removal of material accumulated after the initial authorized dredging.
  - c. Areas to be dredged and dredged depths shall not exceed those specified by the original authorization.
3. Those activities on the Potomac River extending beyond the mean low water line may require authorization by the Virginia Marine Resources Commission (VMRC) and/or the Maryland Department of Natural Resources. Authorization may also be needed from the Tennessee Valley Authority for projects constructed on the Clinch and Holston Rivers.
4. Pursuant to the Coastal Zone Management Act (CZMA) of 1972, the Virginia Department of Environmental Quality Virginia Coastal Zone Management Program (VCP) completed its review of the Federal Consistency Determination (FCD) for this RP on May 10, 2013 and provided concurrence that this RP is consistent with the VCP.
5. Permittees should ensure that their projects are designed and constructed in a manner consistent with all state and local requirements pursuant to the Chesapeake Bay Preservation Act ("the Act") (Virginia Code 10.1-2100 *et seq.*) and the Chesapeake Bay Preservation Area Designation and Management Regulations (9 VAC 10-20-10 *et seq.*).
6. Authorizations under this RP do not supersede state or local government authority or responsibilities pursuant to the Chesapeake Bay Preservation Act, the Virginia Tidal Wetlands Act or to any State or local laws or regulations.

#### **IV. PROCEDURES:**

For most projects, prospective permittees must submit an application in accordance with the procedures outlined below and must receive written authorization from the Corps of Engineers before any work may begin. This RP shall not be interpreted as authorizing any work other than which is outlined below and which strictly meet all terms and conditions set out herein. All work undertaken that does not strictly comply with the following terms, conditions, standards and limitations will require separate Department of the Army authorization.

1. If required, applicants shall use the newest version of Joint Permit Applications (JPA), applicants must supply drawings required by the applicable JPA, and must submit such applications to the Virginia Marine Resources Commission (VMRC). A JPA can be

obtained by writing to the District at the above address or telephoning (757) 201-7652. With internet access, an application may also be obtained by downloading a copy at the following link: <http://www.nao.usace.army.mil/Missions/Regulatory/JPA.aspx>. For maintenance dredging projects, a cover letter describing the proposed dredging activity and a copy of any previous Department of the Army permit(s) must be submitted, at a minimum, in order to initiate the permit evaluation for the proposed maintenance project.

2. In addition to the information required in the JPA, the following additional information must be included in the application and/or on the drawings in order for the application to be considered complete:
  - a. The distance of toe of channel from the channelward edge of mudflats and vegetated wetlands.
  - b. The buffer distance (buffer distance = depth of dredging x 4) between the toe of the channel and the wetlands as determined by using the “4X buffer” guidance developed by the Virginia Institute of Marine Science (VIMS) in the Virginia Wetlands Report No. 93-8, entitled “Mid-Atlantic Wetland Compensatory Mitigation Workshop,” pages 7, dated Summer 1993.
  - c. Existing bathymetric depth profile (i.e. depth soundings) referenced to local tidal or geodetic datum.
  - d. Information on the dredged material management site including location maps, drawings, and a description of the methods of transporting the material to the dredged material management site.
  - e. Any structures (i.e. piers, boat lifts) required to provide access to the proposed dredging. (Note: Piers and related structures are not authorized by this letter of permission, but may be authorized in conjunction with the letter of permission under other general permits).
  - f. Copies of previous permits from the Norfolk District for maintenance dredging projects.
3. “Tier 1” or additional testing of the sediment to be dredged may be required to evaluate the potential for contaminants of concern in the dredged material. If testing is required, a sampling and analysis plan shall be submitted to the Norfolk District for approval. Testing results must be submitted to, and approved by, the Norfolk District prior to dredging. The evaluation of dredged material for inland disposal will follow the guidance in the “Evaluation of Dredged Material Proposed for Discharge in Waters of the U.S.- Testing Manual (Inland Testing Manual), dated February, 1998, or the most current version. The manual may be downloaded from the Environmental Protection Agency website: <http://water.epa.gov/type/oceb/oceandumping/dredgedmaterial/testing.cfm>
4. Prospective permittees shall not begin the proposed dredging until notified in writing by the District Engineer that the activity may proceed under this RP, and must follow any additional special conditions imposed by the District Engineer.

## **V. SPECIAL CONDITIONS:**

1. In order to protect vegetated wetlands, a buffer distance of four times the depth of dredging, i.e. “4X Buffer”, must be maintained between the toe of the dredged channel and the channelward edge of the vegetated wetlands. The buffer distance is to be determined by using the guidance developed by Virginia Institute of Marine Science (VIMS) in the Virginia Wetlands Report No. 93-8, entitled “Mid-Atlantic Wetland Compensatory Mitigation Workshop,” pages 7, dated Summer 1993, which explains how to properly obtain the “4X Buffer” distance. This report can be found at the following website: [http://ccrm.vims.edu/publications/publications\\_topics/vwr/vwr-summer93.pdf](http://ccrm.vims.edu/publications/publications_topics/vwr/vwr-summer93.pdf)
2. Dredging will be permitted to a certain depth at mean low water and/or ordinary high water, referenced to local tidal or geodetic datum, as outlined on drawings provided by the applicant. This permitted depth includes any advance maintenance, allowable overdepth, and/or margin of error. Exceeding this depth will be considered a violation of the terms and conditions of the permit. In order to ensure compliance, if a permittee under this RP enters into a contract for this work to be performed; the terms of the contract should specify that the permitted depth cannot be exceeded. The only way to legally dredge deeper is to apply for, and be granted, a permit modification before the dredging occurs. If the requested modifications exceed the terms and conditions of this RP, than an Individual Department of the Army permit will be required. Both the permittee under this RP and any contractor performing work may be subject to substantial fines and penalties for any permit violation.
3. Additional periodic maintenance dredging may be performed until expiration of this regional permit authorization. However, the Norfolk District must be advised in writing by the permittee at least two weeks before each maintenance dredging activity. Maintenance dredging must use the same dredged material disposal site as authorized; if a new disposal site is necessary, a written permit modification is required from the Corps prior to maintenance dredging.
4. All piers, associated structures (e.g., boatlifts, mooring piles, etc.) and vessels, whether existing or proposed under a different permit, will be located outside the channel.
5. Any authorized dredging located adjacent to certain resources (including shellfish beds, submerged aquatic vegetation, and anadromous fish use areas) will require a time of year restriction (TOYR), unless determined unnecessary through additional agency coordination. The TOYR indicates the time of any given year that the authorized dredging cannot be performed in order to protect these resources. The TOYR for these resources are as follows:
  - Shellfish beds: March 1 through September 30
  - Submerged Aquatic Vegetation: March 1 through October 31
  - Anadromous Fish Use Areas: February 15 through June 30
6. All dredged material must be disposed of in a currently approved dredged material disposal site, in an approved upland disposal site, or at the Craney Island Dredged

Material Management Area/Rehandling Basin. Use of dredged material composed of sand may be used for beach nourishment if the beach nourishment qualifies for under RP-19, otherwise the project will require separate authorization. The disposal of dredged material into waters of the United States (including wetlands) is not authorized by this permit, accepted at approved dredged material disposal sites. Currently approved dredged material management sites do not include ocean disposal site; use of ocean disposal must be permitted under separate authorization.

7. If an upland disposal site is to be utilized, the site must be properly designed to contain the material and have proper erosion and sedimentation controls to prevent overtopping and re-entry into the waterway. In addition, the prospective permittee must adequately address the need for liner or impermeable material to prevent leaching of any identified contaminants into ground water.
8. Craney Island Dredged Material Management Area (CIDMMA) and Craney Island Rehandling Basin (CIRB):
  - a. The CIDMMA and/or CIRB may be used if a project meets the requirements for such use (see H.D. 563, 79<sup>th</sup> Congress, 2<sup>nd</sup> Session, P.L. 79-525; requirements include specification that work must be related to the development or maintenance of navigation improvements in the port of Hampton Roads. You must receive specific approval in your permit in order to dispose of dredged material at CIDMMA and/or CIRB.
  - b. The dredged material will be transported by barge to CIRB or by pipeline to the CIDMMA. If the CIDMMA or the CIRB become unavailable for use as a dredged material placement area during the terms of this authorization, you will be responsible for finding an alternate placement area and having it approved by this office prior to any further dredging.
  - c. Permitted users of CIDMMA and all associated dredged material placement operations shall comply with current version of the Army Corps of Engineers, Norfolk District, Commander's Policy Memorandum Number WRD-01, "Deposition of Dredged Material and use of the Craney Island Dredged Material Management Area, Norfolk Harbor, Virginia".
  - d. The form entitled "Deposit of Material into Craney Island" must be completed prior to depositing material into the CIDMMA or Rehandling Basin. Please be advised that it is the permittee's responsibility to ensure that the Corps receives the appropriate payments. Contact our Operations Support Section at 757-201-7642 or 7645 to obtain current conditions and toll rates at CIDMMA.
  - e. The permittee is hereby advised that the prime contractor performing the dredging project must obtain a Real Estate license from the Norfolk District Real Estate Office prior to the commencement of any work which would utilize the Craney Island Dredged Material Management Area or Government Bulkhead Facilities at the

Craney Island Rehandling Basin. The permittee/prime contractor should contact the Norfolk District Real Estate Acquisition, Management, and Disposal Section at (757) 201-7730 for further information regarding the Department of the Army License.

9. Within 30 days of completion of the dredging, an after-dredge hydrographic survey, prepared by a state-certified engineer or surveyor, must be provided to the Corps. The hydrographic survey should reference a local tidal or geodetic datum.
10. Barges and scows used to transport dredged material may be filled only to a point where no overflow occurs. No overflow pipes are allowed.

## **VI. GENERAL CONDITIONS:**

The following conditions apply to all activities authorized under Regional General Permits (RP).

1. **Geographic jurisdiction.** This regional permit will authorize work undertaken within the geographical limits of the Commonwealth of Virginia under the regulatory jurisdiction of the U.S. Army Corps of Engineers (Corps).
2. **Compliance Certification.** A Certificate of Compliance must be completed and a copy retained for your records. The original Certificate of Compliance shall be mailed to, U. S. Army Corps of Engineers, Regulatory Branch, 803 Front Street, Norfolk, Virginia 23510-1096 within 30 days of completion of the project.
3. **Other permits.** Authorization does not obviate the need to obtain other Federal, state, or local authorizations required by law or to comply with all Federal, state, or local laws.
4. **Minimal effects.** Projects authorized shall have no more than minimal individual or cumulative adverse environmental impacts, as determined by the Corps.
5. **Discretionary authority.** The Norfolk District Corps of Engineers District Engineer retains discretionary authority to require processing of an individual permit based on concerns for the aquatic environment or for any other factor of the public interest (33 CFR Part 320.4(a)). This authority is exercised on a case-by-case basis.
6. **Single and complete projects.** This RP shall only be applied to single and complete projects. A single and complete project means the total project proposed or accomplished by one owner/developer or partnership and which has independent utility. For linear transportation projects with multiple crossings or encroachments a determination of "single and complete" will typically apply to each crossing of waters that occurs (i.e., single waterbody and/or wetlands) at separate and distinct locations and with independent utility. However, in cases where there are many crossings in close proximity, numerous crossings of the same waterbody, multiple crossings, or multiple encroachments that otherwise may have more than minimal individual or cumulative impacts; the Corps has the discretion to consider all the crossings cumulatively as one single and complete project.
7. **Independent Utility** A project is considered to have independent utility if it would be constructed absent the construction of other projects in the project area. Portions of a multi-phase project that depend upon other phases of the project do not have independent



utility. Phases of a project that would be constructed even if the other phases were not built can be considered as single and complete projects with independent utility.

8. **Multiple general permit authorizations.** This Regional Permit may be combined with any Corps general permits (including Nationwide (NWP) or Regional Permits (RP) for a single and complete project, as long as the impacts are considered cumulatively and do not exceed the acreage limit or linear foot limits of the RP/ NWP.
9. **Permit on-site.** The permittee shall ensure that a copy of the RP and the accompanying authorization letter are at the work site at all times. These copies must be made available to any regulatory representative upon request. Although the permittee may assign various aspects of the work to different contractors or sub-contractors, all contractors and sub-contractors shall be expected to comply with all conditions of any general permit authorization.

#### **General Conditions Related to National Concerns:**

10. **Historic properties.** (a) In cases where it is determined that the activity may affect properties listed, or eligible for listing on the National Register of Historic Places, the activity is not authorized until the requirements of Section 106 of the National Historic Preservation Act (NHPA) have been satisfied. (b) Federal permittees should follow their own procedures for complying with the requirements of Section 106 of the National Historic Preservation Act. Federal permittees must provide the Corps with the appropriate documentation to demonstrate compliance with those requirements. The Corps will review the documentation and determine whether it is sufficient to address Section 106 compliance for the RP activity, or whether additional Section 106 consultation is necessary. (c) Non-federal permittees must submit a statement to the Corps regarding the authorized activity's potential to cause effects to any historic properties listed, or determined to be eligible for listing on the National Register of Historic Places, including previously unidentified properties. The statement must say which historic properties may be affected by the proposed work or include a vicinity map indicating the location of the historic properties or the potential for the presence of historic properties. Assistance regarding information on the location or potential for the presence of historic resources can be sought from the Virginia Department of Historic Resources (VDHR) (<http://www.dhr.virginia.gov/>) or Tribal Historic Preservation Officer (THPO), as appropriate, and the National Register of Historic Places. Where an applicant has identified historic properties which the proposed activity may have the potential to affect, the applicant shall not begin the activity until notified by the Corps that the activity has no potential to cause effects or that consultation under Section 106 of the NHPA has been completed. (d) Prospective permittees should be aware that Section 110(k) of the NHPA (16 U.S.C. § 470(h)-2(k)) prevents the Corps from granting a permit or other assistance to an applicant who, with intent to avoid the requirements of Section 106 of the NHPA, has intentionally significantly adversely affected a historic property to which the permit would relate, or having legal power to prevent it, allowed such significant adverse effect to occur, unless the Corps, after consultation with the Advisory Council on Historic Preservation (ACHP), determines that circumstances justify granting such assistance despite the adverse effects created or permitted by the applicant. If circumstances justify granting the assistance, the Corps is required to notify the ACHP and provide

documentation specifying the circumstances, explaining the degree of damage to the integrity of any historic properties affected, and proposed mitigation. This documentation must include any views obtained from the applicant, SHPO/ THPO, appropriate Indian tribes if the undertaking occurs on or affect historic properties on tribal lands or affects properties of interest to those tribes, and other parties known to have legitimate interest in the impacts to the permitted activity on historic properties.

11. **Discovery of Previously Unknown Remains and Artifacts.** If you discover any previously unknown historic, cultural, or archaeological remains and artifacts while accomplishing activity authorized by this permit, you must immediately stop work and notify the Corps of what has been found, and to the maximum extent practicable, avoid construction activities that may affect the remains and artifacts until the required coordination has been completed. The Corps will initiate Federal, Tribal, and state coordination required to determine if the items or remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.
12. **Tribal rights.** No activity authorized may impair reserved tribal rights, including, but not limited to, reserved water rights, treaty fishing, and hunting rights.
13. **Federal Lands.** Authorized activities shall not impinge upon the value of any National Wildlife Refuge, National Forest, National Park, or any other area administered by the U.S. Fish and Wildlife Service, U.S. Forest Service, or National Park Service unless approval from the applicable land management agency is provided with the permit application.
14. **Endangered species.** (a) No activity is authorized under any RP which is likely to jeopardize the continued existence of a threatened or endangered species or a species proposed for such designation, as identified under the Federal Endangered Species Act (ESA), or which will destroy or adversely modify the critical habitat of such species. No activity is authorized under any RP which "may affect" a listed species or critical habitat, unless Section 7 consultation addressing the effects of the proposed activity has been completed; (b) Federal agencies should follow their own procedures for complying with the requirements of the ESA. Federal permittees must provide the District Engineer with the appropriate documentation to demonstrate compliance with those requirements. (c) Non-federal permittees shall notify the District Engineer if any proposed or listed species or proposed or designated critical habitat may be affected or is in the vicinity of the project, or if the project is located in designated critical habitat, and shall not begin work on the activity until notified by the District Engineer that the requirements of the ESA have been satisfied and that the activity is authorized. Information on the location proposed/listed species and proposed/designated critical habitat can be obtained directly from the U.S. Fish and Wildlife (USFWS) online project review process at [http://www.fws.gov/northeast/virginiafield/endspecies/Project\\_Reviews.html](http://www.fws.gov/northeast/virginiafield/endspecies/Project_Reviews.html) and/or the NOAA Fisheries Service Protected Resources Division (NOAA PRD), at 55 Great Republic Drive, Gloucester, MA 01930 or via telephone at (978) 281-9328, email: <http://www.nero.noaa.gov/protected/index.html>. Notification must include the name(s) of the proposed or listed species and/or proposed or designated critical habitat that may be affected by the proposed work or that utilize the designated critical habitat that may be affected by the proposed work. The District Engineer will determine whether the proposed activity "may affect" or will have "no effect" to proposed or listed species or proposed or designated critical habitat and will notify the non-Federal applicant of the

Corps' determination within 45 days of receipt of a complete notification. In cases where the non-Federal applicant has identified proposed or listed species or proposed or designated critical habitat that might be affected or is in the vicinity of the project, and has so notified the Corps, the applicant shall not begin work until the Corps has provided notification the proposed activities will have "no effect" on proposed or listed species or proposed or designated critical habitat, or until Section 7 consultation has been completed. (d) As a result of formal or informal consultation with the USFWS or NOAA PRD the District Engineer may add species-specific regional endangered species conditions to the RP. (e) Authorization of an activity by a RP does not authorize the "take" of a threatened or endangered species as defined under the ESA. In the absence of separate authorization (e.g., an ESA Section 10 Permit, a Biological Opinion with "incidental take" provisions, etc.) from the USFWS or NOAA PRD, both lethal and non-lethal "take" of protected species are in violation of the ESA.

15. **Essential Fish Habitat.** The Magnuson-Stevens Fishery Conservation and Management Act (MSFCMA), as amended by the Sustainable Fisheries Act of 1996 (Public Law 104-297; 11 October 1996), requires all Federal agencies to consult with the NOAA Fisheries Service Habitat Conservation Division (NOAA HCD) on all actions, or proposed actions, authorized, funded, or undertaken by the agency that may adversely affect Essential Fish Habitat (EFH). The EFH Designations within the Northeast Region (Maine to Virginia), dated March 1, 1999, has identified EFH for a number of species and their life stages within Virginia waters. If EFH consultation is required with NOAA HCD, the applicant shall not begin work until the Corps has provided notification that the EFH consultation has concluded.
16. **Migratory Birds and Bald and Golden Eagle Protection Act.** The bald eagle (*Haliaeetus leucocephalus*) is no longer a federally listed threatened or endangered species; therefore, the Endangered Species Act provisions are not applicable to this species. The Bald and Golden Eagle Protection Act (BGEPA) does not require that a federal agency involved in permitting the proposed action conduct coordination. The permittee is responsible for obtaining any "take" permits required under the U.S. Fish and Wildlife Service's regulations governing compliance with the Migratory Bird Treaty Act or the BGEPA. The applicant should either obtain "take" permit or a letter of concurrence from USFWS indicating that a permit is not necessary prior to initiating construction activities. You should contact USFWS concerning this matter at U.S. Fish and Wildlife Service, Virginia Field Office, ATTN: Kim Smith, 6669 Short Lane, Gloucester, VA 23061. Information on active bald eagle nests and concentration areas can be obtained in Step 6 of the U.S. Fish and Wildlife Service's online project review system available at: [http://www.fws.gov/northeast/virginiafield/endspecies/Project\\_Reviews\\_Introduction.html](http://www.fws.gov/northeast/virginiafield/endspecies/Project_Reviews_Introduction.html).
17. **Wild and Scenic Rivers.** Currently, there are no designated Wild and Scenic Rivers in the Commonwealth of Virginia; however, the portion of the Upper New River from Glen Lyn, Virginia to the West Virginia/Virginia state line was designated a "study river" by Congress on October 26, 1992. No activity may occur in a component of the National Wild and Scenic River System, or in a river officially designated by Congress as a "study river" for possible inclusion in the system, while the river is in an official study status, unless the appropriate Federal agency with direct management responsibility for such river has determined, in writing, that the proposed activity will not adversely affect the

Wild and Scenic River designation or study status. Information on Wild and Scenic Rivers may be obtained from the appropriate Federal land management agency in the area (e.g., National Park Service, U.S. Forest Service, Bureau of Land Management, U.S. Fish and Wildlife Service). Impacts that occur in these resource areas will require coordination with the appropriate Federal agency.

18. **Federal navigation project.** Authorized activities may not interfere with any existing or proposed Federal navigation projects.
19. **Navigation.** (a) No authorized activity may cause more than a minimal adverse effect on navigation. (b) The permittee understands and agrees that if future operations by the United States require the removal, relocation, or other alteration of the structure or work herein authorized, or if, in the opinion of the Secretary of the Army or his/her authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the permittee will be required, upon due notice from the Corps, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal or alteration.
20. **Floodplains.** All practicable efforts shall be made to conduct the work authorized by this RP in a manner so as to avoid any adverse impact on the Federal Emergency Management Agency (FEMA) designated 100-year floodplain.
21. **Real estate.** Activities authorized under this RP do not grant any Corps or Federal real estate rights. If real estate rights are needed from the Corps, you must contact the Corps Real Estate Office at (757) 201-7735 or at the address listed on the front page of this permit.
22. **Environmental Justice.** Activities authorized under this RP must comply with Executive Order 12898, "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations".
23. **Federal liability.** In issuing this RP, the Federal government does not assume any liability for the following: (a) damages to the permitted project or uses thereof as a result of other permitted or unpermitted activities or from natural causes; (b) damages to the permitted project or uses thereof as a result of current or future activities undertaken by or on behalf of the United States in the public interest; (c) damages to persons, property, or to other permitted or unpermitted activities or structures caused by the activity authorized by this RP; (d) design or construction deficiencies associated with the permitted work; (e) damage claims associated with any future modification, suspension, or revocation of this permit.

#### **General Conditions Related to Minimizing Environmental Impacts:**

24. **Avoidance and minimization.** Except as provided under section 404(b)(2), no discharge of dredged or fill material shall be permitted if there is a practicable alternative to the proposed discharge which would have less adverse impact on the aquatic ecosystem, so long as the alternative does not have other significant adverse environmental consequences. (40 CFR Part 230.10(a) Section 404 (b)(1) Guidelines).
25. **Mitigation.** Mitigation in all its forms (avoiding, minimizing, or compensating for resource losses) may be required to the extent necessary to ensure that the adverse effects to the aquatic environment are minimal. The activity must be designed and constructed to

avoid and minimize adverse effects, both temporary and permanent, to waters of the United States to the maximum extent practicable at the project site (i.e., on site)."

26. **Heavy equipment in wetlands.** Heavy equipment working in wetlands must be placed on mats or other measures must be taken to minimize soil disturbance.
27. **Temporary fills.** All temporarily disturbed waters and wetlands must be restored to preconstruction contours within 6 months of commencing the temporary impact's construction. Impacts that will not be restored within 6 months (calculated from the start of the temporary impacts construction) will be considered permanent unless otherwise approved by the RP. Following restoration of contours, the soil in wetlands must be mechanically loosened to a depth of 12 inches, and the wetlands must then be seeded or sprigged with appropriate native wetland vegetation.
28. **Sedimentation and erosion control.** Appropriate erosion and sediment controls must be employed and maintained in effective operating condition during construction, and all exposed soil and other fills, as well as any work below the ordinary high water mark, must be permanently stabilized at the earliest practicable date.
29. **Aquatic life movements.** No authorized activities may substantially disrupt the necessary life cycle movements of aquatic life indigenous to the waterbody, including those species which normally migrate through the area, unless the activity's primary purpose is to impound water. Corps has determined that fish and wildlife are most often present in any stream being crossed, in the absence of evidence to the contrary. All permanent and temporary crossings of water bodies shall be suitably culverted, bridged, or otherwise designed and constructed to maintain low flows to sustain the movement of those aquatic species. This includes providing invert elevations of culverts at or below the streambed to ensure unrestricted passage of aquatic organisms, where possible.
30. **Discharge of pollutants.** All authorized activities involving any discharge of pollutants into waters of the United States shall be consistent with applicable water quality standards, effluent limitations, standards of performance, prohibitions, and pretreatment standards and management practices established pursuant to the CWA (33 U.S.C. § 1251 *et seq.*) and applicable state and local laws. No discharge of dredged or fill material in association with this authorization may consist of unsuitable material such as trash, debris, car bodies, asphalt, etc.
31. **Obstruction of high flows.** Discharges of dredged or fill material must not permanently restrict or impede the passage of normal or expected high flows.
32. **Waterbird breeding areas.** Discharges of dredged or fill material into breeding areas for migratory waterfowl must be avoided to the maximum extent practicable.
33. **Native trout and anadromous fishes.** Authorizations for discharges of dredged or fill material into native trout waters or anadromous fish use areas will be conditioned to limit in-stream work within timeframes recommended by the DGIF and/or NOAA Fisheries Service. Coordination with DGIF and/or NOAA Fisheries Service will be conducted by the Corps. The applicant shall not begin work until notification is received that all coordination has been completed and/or the Corps has provided the applicant with the appropriate time of year restrictions regarding work in native trout waters or anadromous fish use areas.
34. **Water supply intakes.** No discharge of dredged or fill material may occur in the proximity of a public water supply intake except where the discharge is for adjacent bank stabilization and/or the Corps has provided specific authorization under this permit.

### **General Procedural Conditions:**

35. **Inspections.** A copy of this permit and any verification letter must be provided to the contractor and made available at the project site to any regulatory representative. The permittee understands and agrees that the Corps are permitted and allowed to make periodic inspections at any time the Corps deems necessary in order to assure that the activities being performed under authority of this permit are in accordance with the terms and conditions prescribed herein. The Corps reserves the right to require post-construction engineering drawings and/or surveys of any work authorized under this RP, as deemed necessary on a case-by-case basis.
36. **Maintenance.** The permittee shall maintain the work authorized herein in good condition and in conformance with all terms and conditions of this permit. All fills shall be properly maintained to ensure public safety.
37. **Property rights.** This General Permit does not convey any property rights, either in real estate or material, or convey any exclusive privileges, nor does it authorize any injury to property or invasion of rights or any infringement of Federal, state, or local laws or regulations.
38. **Modification, suspension, and revocation.** This RP may be either modified, suspended, or revoked in whole or in part pursuant to the policies and procedures of 33 CFR Part 325.7. Any such action shall not be the basis for any claim for damages against the United States.
39. **Restoration directive.** The permittee, upon receipt of a restoration directive, shall restore the waters of the United States to their former conditions without expense to the United States and as directed by the Secretary of the Army or his/her authorized representative. If the permittee fails to comply with such a directive, the Secretary or his/her designee, may restore the waters of the United States to their former conditions, by contract or otherwise, and recover the cost from the permittee.
40. **Special conditions.** The Corps may impose other special conditions on a project authorized pursuant to this RP that are determined necessary to minimize adverse navigational and/or environmental effects or based on any other factor of the public interest. Failure to comply with all general conditions of the authorization, including special conditions, constitutes a permit violation and may subject the permittee, or his/her contractor, to criminal, civil, or administrative penalties and/or restoration.
41. **False or incomplete information.** In granting authorization pursuant to this permit, the Corps has relied upon information and data provided by the permittee. If, subsequent to notification by the Corps that a project qualifies for this permit, such information and data prove to be materially false or materially incomplete, the authorization may be suspended or revoked, in whole or in part, and/or the United States may institute appropriate legal proceedings.
42. **Abandonment.** If the permittee decides to abandon the activity authorized under this RP, unless such abandonment is merely the transfer of property to a third party, he/she may be required to restore the area to the satisfaction of the Corps.
43. **Transfer of authorization.** In order to transfer authorization under this RP, the transferee or permittee must supply the Corps with a written and signed, by all appropriate parties, request to make such a transfer. Such transfer is not effective until written approval has been granted by the Corps.

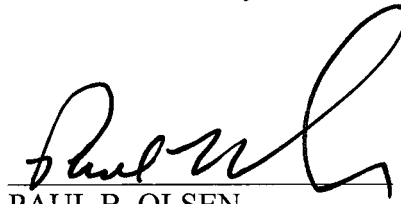
44. **Binding effect.** The provisions of the permit authorization shall be binding on any assignee or successor in interest of the original permittee.

**General Conditions Regarding Duration of Authorizations, Time Extensions for Authorizations, and Permit Expiration:**

45. **Duration of Activity's Authorization.** Activities authorized under 13-RP-02 must be completed by August 14, 2018. If this RP is reissued at that time, and if this work has not been started or completed, but the project continues to meet the terms and conditions of the revalidated RP, then the project will continue to be authorized. The Corps will issue a special public notice announcing any changes to the Regional Permits when they occur; however, it is incumbent upon you to remain informed of changes to the RPs. Activities which have commenced (i.e., are under construction) or are under contract to commence in reliance upon this RP that do not meet the terms and conditions of the revalidated RP will remain authorized provided the activity is completed within twelve months of the date of this RP's expiration (i.e. August 14, 2019), unless discretionary authority has been exercised on a case-by-case basis to modify, suspend, or revoke the authorization in accordance with 33 CFR Part 325.7(a-e). If work cannot be completed by August 14, 2019, you must reapply for separate permit authorization in order to meet current permit criteria.
46. **Expiration of 13-RP-02.** Unless further modified, suspended, or revoked, this general permit will be in effect until August 14, 2018. Upon expiration, it may be considered for revalidation. Activities completed under the authorization of a RP which was in effect at the time the activity was completed continue to be authorized by that RP.

AUG 13 2013

Date

  
PAUL B. OLSEN  
Colonel, Corps of Engineers  
Commanding



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF ENVIRONMENTAL QUALITY

### TIDEWATER REGIONAL OFFICE

Molly Joseph Ward  
Secretary of Natural Resources

5636 Southern Boulevard, Virginia Beach, Virginia 23462  
(757) 518-2000 Fax (757) 518-2009  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

David K. Paylor  
Director

Maria R. Nold  
Regional Director

July 24, 2015

Mr. Ronald H. Williams, Jr., Deputy City Manager  
City of Norfolk  
c/o Mr. Chuck Joyner, P.E.  
City Hall Building, 810 Union Street  
Norfolk, Virginia 23510

RE: **Notification of No Permit Required**  
Joint Permit Application Number 15-0704  
Pretty Lake Ancillary Channels A – E Maintenance Dredging  
Norfolk

Dear Mr. Williams:

The Department of Environmental Quality (DEQ) received your above-referenced application on May 20, 2015, for maintenance dredging of Pretty Lake Ancillary Channels A – E. Dredged material will be offloaded into lined trucks at the 3<sup>rd</sup> Bay staging site, and temporarily impacted wetlands at this location will be restored following completion of the dredge project.

Because you have received a U.S. Army Corps of Engineers Regional Permit 02, for which DEQ has provided § 401 Certification, a Virginia Water Protection Permit will not be required by the DEQ for this project. Should the size and scope of the project change, a permit from DEQ may be required. You are advised that this does not give you the authority to violate the State's Water Quality Standards.

If you have any questions, please do not hesitate to contact me at (757) 518-2156 or [sheri.kattan@deq.virginia.gov](mailto:sheri.kattan@deq.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Sheri Kattan", with a long horizontal line extending to the right.

Sheri Kattan  
Team Leader/Project Manager

cc: Audrey Cotnoir, U.S. Army Corps of Engineers  
Justine Woodward, Virginia Marine Resources Commission